

Pentwater Historical Society  
Executive Board Meeting  
85 S Rutledge St.

Date: AUGUST 23, 2023

Call to Order; 11:30 AM by Dick Warner

**Board Members Present:**

Dick Warner  
Norm Shotwell  
Dan Hoekstra  
Dan Girvan

Beth Russell  
Mike Waidelich  
Bart Zachrich

**Not Present:**

Sylvia Warner  
Karen Way

Amy VanderZwart  
Jim Lambrix

Motion to approve the agenda for today's meeting, seconded, approved

Motion to approve the minutes from the August, 22 & 23, 2023 meetings : seconded, & approved

**Reports :**

**Treasurer:** Mike Waidelich

Mike submitted the Balance and as the Income / Expense reports. There were no comments or corrections.

Mike has placed a cash box at the front desk to provide change for cash transactions.

**President:** Dick Warner

Dick is asking for comments concerning a potential 10th year celebration of moving to the current church building.

**Membership:** Sylvia Warner

No Report

**Marketing:** Jim Lambrix

No Report

**Director:** Dan Hoekstra

Dan fixed a repeating alarm by installing a new battery in the alarm.

A neighbor of the museum donated a cabinet for the museum to sell at the next garage sale. This person also wants to donate a walking machine but Dan will need help to move it.

Dan has been working to organize the artifacts that are stored in the meeting room and will be working with the farm implements in the corner next.

Dan has designated the storage unit at Summit Trace to be used for garage sale items and the storage unit at Monroe St. to be used for artifacts.

Dan presented copies of the forms that the museum will use when receiving new artifacts. Copies of these forms will be placed at the front desk.

**Trustee:** Karen Way

No Report

**Building fundraising:** Beth Russell

Fund raising has been slow and Amy has been sick but she does have a commitment of \$15,000 over two years.

She still has the potential of large contributions from several donors but it may take until the end of the years for them to develop.

There has been some feedback that the museum will need the help of paid staff to manage the expanded museum vision.

Dick questioned how long we can delay before we use the contributions that have already been given and should we be developing a more limited plan.

Dan Hoekstra is willing to accept a more limited expansion plan.

Beth still wants to work for the full plan.

Norm recommended that we stay focused towards the full plan but also work on lesser contingencies.

Dick recommended that we include an article about the expansion plans and fund raising in the October news letter. Others agreed.

Dan made a motion that we delay the decision on the scope of the expansion, until next January rather than October. The motion was seconded and approved.

## **Building Sub Committee: Norm Shotwell**

Norm and Bart plan to do additional interviews at the high school for the Pentwater History program.

Norm recommended that a new computer be purchased to replace a computer that has become obsolete.

Dick recommended that Mark Shotwell be authorized to specify and purchase a new computer.

Beth recommended that we also purchase a couple of backup memory units that can be used to store museum information at onsite and offsite locations.

Norm recommended that we upgrade the internet access for the museum. Dan Hoekstra will work on this and get back to the board.

Beth proposed using Jim Northrup to continue data entry into the past perfect program. It would be done on a volunteer basis but the board required that it be done on site at the museum.

### **Meeting adjourned:**

A motion was made to adjourn the meeting at 12:18 pm. It was seconded and approved