TENTATIVE agenda

City of Boyne City
Founded 1856

319 N. Lake Street
Boyne City, Michigan 49712
www.cityofboynecity.com
Phone 231-582-6597
Fax 231-582-6506

BOYNE CITY HISTORICAL COMMISSION MEETING

Monday January 15, 2018, 7:00 p.m.

City Hall

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF THE MINUTES**

Approval of the November 13, 2017 Boyne City Historical Commission Board meeting.

IV. **OLD BUSINESS**
A. None

V. **NEW BUSINESS**

A. Update from Asuka Barden on New Board Progress
B. Election of Officers

VI. **CITIZEN COMMENTS**

VII. **COMMUNICATIONS**

VIII. **NEXT MEETING**, February 19, 2018 7:00 pm

IX **ADJOURNMENT**

BOYNE CITY HISTORICAL COMMISSION

Minutes of November 13, 2017
7:00 p.m.
Boyne City Hall

CALL TO ORDER: 7:02 pm

PRESENT: Hewitt, Sansom, Alexander, Dawson, Raycraft, Barden.

ABSENT: Kelts.

GUEST: Kecia Freed, Monica Kroondyk, Ed May

Minutes

Motion by Alexander, second by Dawson to approve minutes from September 18, 2017 meeting, all ayes.

Old Business

None

New Business

A. Barden gave an update on the progress of the new board. They have met twice and are working to get By-Laws complete and finalize application for the 501C-3 status. They have broken down into smaller groups to focus on the many project that need to be worked on. Barden is the official liaison between the new board and the current board.

First order of business is to become an official board. New board needs to understand the collection. Monica has a good inventory of photos at the library to be used for reference. Planning field trips to other museum to see how they operate, first stop will be Harbor Springs. The name that has been selected for filing purposes is "The Boyne Heritage Center".

Barden had a list of six questions for our board.

1. Q-What funds will the Historical Commission be offering to the new board as seed money? Any from our fundraising this summer?
   A-Hewitt provided the amount of money we currently have in our budget which is approximately 39,000. And we made 766.00 from our fundraising. It was to soon to make a determination on how much we could offer from budget but we agreed to cover the cost for the filing fee. Motioned by Dawson to cover fee for the 501C-3 application not to exceed 766.00, second by Alexander, all ayes.
2. Q- In what format does Laura have all of the artifacts cataloged? How can we share this information and best utilize it? Would Laura be willing to help the new board's collection committee and the Boyne Library with the transfer of information and data?

A-Sansom photographed and cataloged each item as she packed it away. It was later redone for Joe to look at and new catalog numbers were assigned. Most of the collection is color coded by categories, such as books, and pictures. The boxes that were done over were labeled for permit display and rotating display and not to be used. Monica explained that the library has additional licensed for Past Perfect software and would give the museum on so we can share information easier.

Ed May will volunteer to enter info into Past Perfect. May will need access to collection. Need location to move items to so he can work on this.

May has turned over his entire collection to the Library. With the Past Perfect program you can type in a location, name or place and it will pull everything related to it.

May shared that when he was scanning the museum photos he found some to have moisture issues and he was concerned about making sure we had proper storage. We will have to look and see if we need to repack boxes.

May will digitize all items. Monica mentioned that she will see about having Georgiana and Patrick to help. May will take box home to work on it. It was decided not to move any of the artifacts at this time only the framed pictures to be photographed here at city hall.

Archival sleeves will be needed and storage units needed.

Barden suggested we do it all at one time.

Alexander said we need to come up with a plan.

Sansom said that all our lose photos have been digitized by the library and the only ones not done are framed.

May said he can photograph framed pictures once they are cleaned up good. We figure we have approximately 100 framed photos. All are wrapped and in storage.

It was estimated that it would take May one week to photograph all the framed pictures. Once we secure a location at city hall for him he can start work.

3. Q-I would like to have a discussion about the care and responsibility of the artifacts during the transition period. Ed May and appointed library employee have volunteered time to work on data entry. I want everyone on the current Historical Commission to feel 100% comfortable with what is done with the artifacts, because we need to start compiling the inventory and properly store everything. What are some possible plans and procedures for the new board to go through all of the artifacts, by prioritizing artifacts, excluding the moving of very large pieces a time? I want to make sure everyone is comfortable with the individuals that will be archiving the artifacts.

DRAFT

A-It was explained were and how items are packed and stored at this time. We do not have any space available to bring them to city hall for viewing and cataloging. With the pictures that Sansom has taken and the cataloging that she did and the older documents that were used for receipting accepted items we should be able to piece this together. Hewitt to get copies of documents for new board to look over and down load photos on a flash drive.

4. Q-Joe, has he completed his agreement? We need clarity on this whole issue.
   A-Discussion between the board and Kecia took place. Many questions were asked about the storyline indicated in the agreement and Kecia was able to explain the process behind it. Once discussion was over board was ready to approve final payment to Project Arts & Ideas, motioned by Alexander, second by Raycraft to make final payment, all ayes.
5. Q-What does the Commission expect to see from the new board before we go before the City Commission for their "blessings"?
   A- Sansom explained that she felt she would like to see specific visions, have Non-profit status, funding and revenue to move forward.
   Raycraft said that once the application for the 501C-3 is filed you can start fundraising you would just need to use someone to facilitate your money. City to hopefully handle that for new board.
6. Q-Based on updates from Barden, any thoughts or questions?
   A- Barden indicated that an attorney should look over everything. May mentioned Steve Sawyer a retired attorney living in the area who does some volunteering with legal issues and may help us. Alexander asked what is the new board's scope. Guidelines of what will be the area (range) for the new museum. The focus needs to stay Boyne City, not other communities. Dawson talked about some overlapping will need to be done regarding the area. Barden said this is still being discussed. The story is Boyne City but outside influences are also a part of this. Similar to the way the Chamber went from City to Area. Kecia said the theory will be Boyne City and surrounding area. So many levels of the area to tell the story. These may not be necessary for permanent displays but rotating displays and possible lectures series. Sansom said the hub will basically be Boyne City with touches of the area. Kroondyk added from a fundraising aspect they will help us support the museum. Raycraft said that to relate to surrounding areas do interactive displays monthly. Concerned about Heritage in the name and what it represents. Kecia explained that in order to file for the 501C-3 the new board had to provide a name so the agreed on "The Boyne Heritage Center". Name change for DBA can be changed to something else. Branding may need to be done.
   A lot of the overall vision and direction for the new museum are in the original packets.

B. Dawson said she was under whelmed with the presentation by Joe. Discussion of the report from Joe vs. the agreement continued. Some felt the storyline was lacking but that he met requirements.
Kecia gave explanation of the storyline, thematic or chronological. Originally Joe thought thematic but they referred back to the RFP.

DRAFT

Alexander thinks this was misleading and anyone of us to do the same info that he provided. She thinks a local historian should do the Phase II. Raycraft thought the uniqueness was not there. Kecia said that they have and will reach out to local historians. Hewitt asked who they considered local historians. Kecia replied that Bob Morgridge, Georganna Monk, Patrick McCLeary and a couple of other names. Monica also added Ed May. It was agreed that Joe would continue with Phase II once we figure out the funding and between both boards will be very clear on communication and scope of project than we can determine a date to start Phase II.

C. Budget review was already discussed earlier in the meeting.

Citizens Comments

None

Communications

Hewitt shared an update from Michigan Museum Association about future work sessions are now available thru remote access. This is a great opportunity and Hewitt will share schedule of future workshops for board to view. Possibly we could set up a computer here at city hall so the board could attend.

Next Meeting, January 15, 2018 at 7:00 pm

Discussion was had regarding only meeting four times a year and how difficult it is to accomplish things. With the new board needed our assistance it will be necessary to meet monthly. Raycraft motioned that we meet monthly rather than quarterly starting January of 2018, second by Dawson, all ayes.

Adjournment: 9:45 pm

DRAFT