

BERKLEY HISTORICAL COMMITTEE MEETING MINUTES

Tuesday, August 10, 2021

Present: S. Richardson (Chairperson), J. Tong (Vice-Chairperson), W. Mathis (Treasurer/non-voting), D. Carlson (Secretary), M.C. Mueller, J. Cauley, R. Patterson, K. Scharra-Eraqi, S. Hansen (non-voting), D. Callihan (non-voting), City Council Liaison S. Baker

Absent: G. Rubright, K. Schmeling

Also present was the new Director of Berkley's Downtown Development Authority, Mike McGuinness.

1. The meeting was called to order by S. Richardson at 7:01 pm. S. Richardson called for possible amendments to the meeting agenda. S. Hansen requested that discussion of the Committee's relationship with the Berkley Chamber of Commerce be added. D. Callihan requested that discussion of the Committee's internet domain name be added. S. Baker requested that a City Council Liaison Report be added to the agenda permanently. The items were added to the agenda. S. Richardson called for a motion to approve the meeting's agenda as amended. D. Carlson made a motion to approve the meeting's agenda. M.C. Mueller seconded the motion. The motion passed unanimously without discussion. S. Richardson called for citizen comments and none were made.

2. **City Council Liaison Report:** S. Baker informed the Committee of the following:
 - a. City Council recently extended temporary Covid-related ordinances granting operating exceptions and exemptions to city businesses. The ordinances in question shall now remain in effect until December 31st, 2021.
 - b. The fairness of occasional, temporary block-offs of Griffith Ave at 12 Mile Rd for the purposes of accommodating outdoor diners at the Berkley Common has been a subject of much recent debate among City Council and Berkley citizens.
 - c. Progress has been made in the ongoing effort to provide the Historical Committee with the means and permission to accept credit card payments and we will likely be able to do so soon.

3. S. Richardson called for possible amendments to the minutes for the July 13th, 2021 meeting of the Committee. D. Carlson noted the misspelling of the last name of Committee member K. Scharra-Eraqi. The misspelling was corrected. J. Tong made a motion to approve the minutes of the July 13th, 2021 meeting of the Berkley Historical Committee with the aforementioned correction included. R. Patterson seconded the motion. The motion passed unanimously without discussion.
4. **Treasurer's Report:** Noting a prior balance from our last Treasurer's report of \$16,826.39, W. Mathis reported recent expenditures of \$544.25 paid to Arcadia Publishing for fresh printings of "Images of America: Berkley", income totalling \$1,439.70 from street sign sales, mug sales, miscellaneous museum sales and museum donations, and a resulting balance of \$17,721.84.
5. **Curator's Report:** Committee Vice-Chairperson J. Tong reported on just a couple of items, stating that Museum product sales have been solid and smooth, and that the Berkley Art Bash will be taking place on Saturday, Sept. 11, 2021 from 10am to 6pm. A sign-up sheet for the staffing of the Committee's tent was passed around. J. Tong also reported progress on the Committee's plan to donate the Museum's public safety related display case to the Police Department.
6. D. Callihan reported on the progress of the first Berkley Historical Committee quarterly newsletter and passed around a mock-up for the Committee's perusal. J. Tong made a motion that the Committee authorize an expenditure of \$368.91 for the purposes of printing 1000 glossy copies of the Committee's inaugural newsletter. D. Carlson seconded the motion and opened discussion by stating his opinion that the newsletter project should strive to become financially self-sustaining and not become a customary quarterly expenditure. M. McGuinness recommended seeking out paid sponsorships from city businesses and civic organizations. J. Tong inquired about the legality of such sponsorships. S. Baker stated that it was most likely legal and that he would seek out a definitive answer on the Committee's behalf. The possibility of paid advertisements was also considered. A general consensus was reached that self-sustainability is achievable for this project and will be pursued. S. Richardson called for a vote on the motion. The motion passed unanimously without further discussion.

7. A number of other items were discussed briefly:
 - a. City Council Liaison S. Baker formally introduced Berkley's new Downtown Development Authority Director, Mike McGuinness who gave a brief bio of himself and a description of his work for the City of Berkley.
 - b. J. Tong noted a "Cruisefest" opening of the Museum on August 20th and asked for volunteers.
 - c. D. Carlson noted "Thank You" letters sent out to two Museum donors since the last Committee meeting.

8. J. Tong and S. Richardson spoke upon the upcoming 100th anniversary of Berkley's Angell School and the community effort to have the school's aged status memorialized by a State of Michigan Historical Marker. J. Tong related to the Committee Maybelle Fraser's recent inquiry about what the Historical Committee recommends be done with the approximately \$2,000 remaining in the account of the soon-to-be-dissolved Berkley High School Alumni Association, and stated his opinion that the money in question would be best used as a donation to the organizers of an effort to procure an historical marker for the Angell School. J. Tong moved that the Berkley Historical Committee formally recommend that the remaining funds in the account of the soon-to-be-dissolved Berkley High School Alumni Association be donated to a project to procure an historical marker for the Angell School. D. Carlson seconded the motion. The motion passed unanimously without further discussion.

9. J. Tong and S. Richardson spoke upon the currently ongoing 30th anniversary of the Berkley Historical Museum and the Committee's plan to celebrate the anniversary with a special evening opening of the Museum later in 2021. D. Carlson presented an array of packaged historical Downtown Berkley images as an example of a possible gift to be distributed to Museum visitors, gratis, on the date of the event. J. Cauley stated his preference for an image featuring the Museum, which was roundly agreed upon by fellow Committee members. D. Carlson stated his intention to switch to an image featuring the Museum, should the plan move forward. S. Baker recommended the image be captioned with information pertinent to the anniversary and Berkley history. D. Carlson stated his intent to add such a caption to the image. S. Baker also

recommended that a number of packaged images be set aside for Berkley VIPs who might not be present at the anniversary event. It was also agreed that a second mock-up of the possible anniversary public gift packaging is unnecessary and that the next image up for consideration be digitally distributed for approval by Committee members. M. McGuinness suggested that the completed image might be integrated into the Committee's long term marketing efforts. S. Baker suggested that a public unveiling of the image during the public comments at an upcoming City Council meeting would likely greatly increase public interest in the Museum's upcoming anniversary event. D. Carlson made a motion that the Committee make an expenditure of \$500.00 for the purposes of printing and packaging 200 copies of the yet-to-be-approved image commemorating the 30th anniversary of the Berkley Historical Museum. M.C. Mueller seconded the motion. The motion passed unanimously without further discussion. S. Baker recommended further discussion of the City Council meeting unveiling plan be added to next month's meeting agenda.

- 10.** J. Tong reported on the "disastrous" condition of the Museum's storage areas and the need for better storage facilities within our available space. K. Scharra-Eraqi noted the need for better storage and organization before "Past Perfect" archiving of the Museum's collection moves forward. J. Cauley stated that his measurements show it possible to install six new storage shelving units for the Museum's upstairs storage area. J. Tong stated his intention to develop a plan and make a motion regarding future Museum purchases of such shelving units at the next meeting, and that he will present estimates for both purchase and purchase plus delivery and assembly.
- 11.** S. Hansen expressed to the Committee her desire to develop a closer relationship between the Committee and the Berkley Chamber of Commerce and how such a relationship might benefit both groups. She further stated her intention to explore possible future projects in which both groups could participate and present proposals at future meetings.
- 12.** D. Callihan asked the Committee for their suggestions on possible internet domain names, also known as a custom URL, for the Museum's webpage, and that the purchase of said domain name be discussed at the next Committee meeting. An

estimate of \$15.00 was put forth. D. Callihan also stated his intention to make a motion regarding spending for this domain name at the next meeting.

- 13.** S. Richardson related to the Committee the details of an upcoming Citizen's Engagement Advisory Committee workshop and Asst. City Manager Dan Hill's request that the Berkley Historical Committee be represented at said event. D. Hill's proposed date of Sept. 14th, 2021 was rejected due to numerous Committee member scheduling conflicts. S. Richardson stated her intention to determine a workable date via email communication over the coming weeks.
- 14.** Numerous Committee member scheduling conflicts necessitated a rescheduling of our next Committee meeting, normally held on Tuesdays. It is now scheduled for Monday, September 13th at 7pm. The Museum sign-up calendar was passed around.
- 15.** J. Tong reported an upcoming heart surgery for K. Schmeling's husband and requested thoughts and prayers from Committee members.
- 16.** J. Tong made a motion to adjourn the meeting at approximately 8:52 pm. D. Carlson seconded the motion. The motion passed unanimously without discussion.