NOVI HISTORICAL COMMISSION
MEETING MINUTES
Wednesday, December 18, 2019    7pm
Novi Library History Room

Call to Order: 7:00pm
Attendance of Members: Kathy Crawford, Dhara Sanghavi, Kim Nice, Tammy-Lee Knopp
Absence(s): Rachel Manela
Introductions of guests: Betty Lang (Library Liaison), Sue Grifor (Volunteer/Cabinet Manager)
Approval of Agenda: ALL APPROVED
Approval of Minutes- November 2019: ALL APPROVED with updates sent to Secretary
Treasurer’s report - Kim
Cemetery Wreath project not included, will stay in special project category
Tammy-Lee would like to know how many Villa Barr Books have been sold. We
began selling them in 2016.
Budget for 2020-2021 is same as previous year, ALL APPROVED

<table>
<thead>
<tr>
<th>NOVI HISTORICAL COMMISSION</th>
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<tbody>
<tr>
<td>FINANCIAL SUMMARY REPORT - 2019/2020 Fiscal Year</td>
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<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>EXPENDITURES</th>
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<tbody>
<tr>
<td></td>
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<td>Through November 20, 2019</td>
</tr>
<tr>
<td>Display Cabinet Exhibit</td>
<td>$ 900</td>
<td>$ (102.86)</td>
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<tr>
<td>Marketing/Brochures/Engage</td>
<td>$ 1,200</td>
<td>(278.04)</td>
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<tr>
<td>Equipment/Supplies/Office (computer database storage)</td>
<td>$ 1,200</td>
<td>$ (20.90)</td>
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<tr>
<td>Program/Speaker Fees</td>
<td>$ 1,800</td>
<td>$ (295.00)</td>
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<tr>
<td>Storage Unit</td>
<td>$ 2,500</td>
<td>$ -</td>
</tr>
<tr>
<td>Acquisition</td>
<td>$ 500</td>
<td>$ -</td>
</tr>
<tr>
<td>Conference/Continuing Education</td>
<td>$ 2,500</td>
<td>$ (275.92)</td>
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<tr>
<td>Special Projects</td>
<td>$ 3,400</td>
<td>$ (1,471.59)</td>
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<tr>
<td>Revenue Received:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Villa Barr Book Sales YTD</td>
<td></td>
<td>$ 40.00</td>
</tr>
<tr>
<td>Wreaths Across Novi Project</td>
<td></td>
<td>$ 1,125.00</td>
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<tr>
<td>Total:</td>
<td>$ 14,000</td>
<td>$ (2,404.31)</td>
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Communications:
Motor City Marker Board: Needs to be changed/updated to reflect new location of Novi Special Car. Spoke with Jow, replacement would be $925
Vote: ALL APPROVED, $925 under Special Project Category

Library Liaison Report, Betty Lang
Display Cabinet not fixed yet, but it has been measured
Several people applied for the Commission Appointment

History Room Office Hours:
Monday, Jan 6 12-2pm  Kim  Mon. 1/20  6-8pm  Kelly
Monday, Feb. 3 12-2  Kim  Monday Feb. 17  6-8pm Dhara

Mileage form is strictly for mileage
Kim will email instructions to all

Oakland County Historical Resources
Oaklandcountyhistoricalresources.org
We have been paying for 3-4 years was $600/year, now $1200/year
Library is the member, but the commission pays for it.
It would fall under the Equipment/supplies/office in the Budget
How much cloud storage is there? Could we share the cost with the library?

Discussion items:
Wreaths across Novi  Nov. 23 (wrap up)  Kelly & Kim

Tammy-Lee: The DAR asked what we have done for Revolutionary Patriots. Why isn’t Skinner marked? City needs to be updated.
Pitch the idea of having different wreaths for Patriots

Storage Unit  Move…packing up items, Marcia-cancellation of contract
The Storage Unit is paid for until March 2020
$159 for the 10x10 space, 10 day verbal notice of cancellation needed. Corrigan will pack and move items free of charge.
Items from Library need to go to storage unit on a day and time when Betty is working.
Dec. 28 at 9am Tammy-Lee, Kim and Kelly will go to the Storage Unit on Grand River and asses what is there. They will return again on January 4th at 1pm

City Party wrap up:

By Laws/Procedures- January project
Asked the Clerk’s office about rules related to Agendas and public postings.
We must post the time/location/date of the meeting 18hrs before the meeting, we are not required to post the agenda.
We will add a “Public Comment” period to the Agenda towards the end.

Goals and Projects for next year...brain storm

- Memorial Sign Selection
- Wording for Cemetery Signs
- Move to New Storage Unit
- New By-laws to be completed and submitted to City Attorney
- Present a 2 year report/Review to Novi City Council and Library Board
- Update Power Point for Walled Lake Casino and David Barr
- Continue providing interesting Historical Programming for the Public
- Present Walled Lake Amusement/Casino and Villa Barr programs to regional libraries/historical groups
- Prepare exhibits/displays for the History Cabinet
- Public Document Donation Days
- 2 times/days a month for public access/use of Local History Room
- History Booth for City’s annual Fall and Spring Events
- Allow for Members to attend conferences and workshops related to Michigan and Local History
- Keep website and Social Media up to date
- Provide orientation to the Local History room for members
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- Cemetery Research

GOALS
Creation of Friends of the Cemetery
Creation of Friends of the Commission
  Assist with research of people buried in both city owned cemeteries.
Oral Histories

PROJECTS
- Veterans Memorial Plaque
- Renovation of Novi Rd. Cemetery
- Wreaths Across Novi
- Complete updated Local History Brochure
- Sell Villa Barr Book
- David Barr Presentation

HISTORICAL COMMISSION PROGRAMS -2019/2020
1/23 The 19th Century Evolution of Football Jim Craft
2/27 Guardians of Detroit-Architecture of the Motor City
3/26 Women of the 1913 Copper Miners’ Strike
4/23 The Yankee Air Museum

DISPLAY CABINET DOWNSTAIRS  Volunteer Sue Grifor, Kim Nice
January Display: Soccer/Football

PUBLIC COMMENT:

NEW BUSINESS/Other Business

Media and Social Media
Novi Today fell through on writing a feature story for their Holiday issue about the Wreaths Across Novi Event despite having sent photos and information in a timely manner to them. They also never called for an interview about the event.

NOTE: Next MEETING:  Wednesday, January 15, 7pm
Adjourn: 8:30pm