



**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

*Dec 18<sup>th</sup> 2019*

NOVI HISTORICAL COMMISSION  
FINANCIAL SUMMARY REPORT - 2019/2020 Fiscal Year

	BUDGET	EXPENDITURES Through November 20, 2019
Display Cabinet Exhibit	\$ 900	\$ (102.86)
Marketing/Brochures/Engage	\$ 1,200	(278.04)
Equipment/Supplies/Office ( <i>computer Database Storage</i> )	\$ 1,200	\$ (20.90)
Program/Speaker Fees	\$ 1,800	\$ (295.00)
Storage Unit	\$ 2,500	\$ -
Acquisition	\$ 500	\$ -
Conference/Continuing Education	\$ 2,500	\$ (275.92)
Special Projects	\$ 3,400	\$ (1,471.59)
Examples: (Villa Barr, Photography, Veterans Sign, Oral Histories, Cemetary Wreaths for Veterans), <i>Motor City Sign \$ 925</i>		
<b>Revenue Received:</b>		
Villa Barr Book Sales YTD		\$ 40.00
Wreaths Across Novi Project		\$ 1,125.00
<b>Total:</b>	\$ 14,000	\$ (2,404.31) \$ 11,596



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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**

Expenses: Expenses turned in, Commission members fill out Novi. Hist. Com. Expense Report, Check Request form and include receipts.

Mileage form is strictly for mileage

Kim will email instructions to all

Oakland County Historical Resources

[Oaklandcountyhistoricalresources.org](http://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



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\$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 4<sup>th</sup> 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**



# **NOVI HISTORICAL COMMISSION MEETING MINUTES**

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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 19<sup>th</sup> 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**