



# NOVI HISTORICAL COMMISSION

**June Minutes**  
**Wednesday, June 18, 2025**  
**Novi Library Board Room**

**CALL TO ORDER:** 7:01 p.m.

**ATTENDANCE:** Kim Nice, Sharon Larson, Debbie Wrobel, Kelly Kasper and Dan Pierce

**ABSENT:** Kathy Crawford and Randy Van Wagnen

**INTRODUCTION OF GUESTS:** Rae Manela (Library Liaison) and Sue Grifor

**APPROVAL OF AGENDA:** APPROVED

**APPROVAL OF MAY MINUTES:** APPROVED

NOVI HISTORICAL COMMISSION					
FINANCIAL SUMMARY REPORT - 2024/2025 Fiscal Year					
		BUDGET	EXPENDITURES		
			Thru June 18, 2025		
Display Cabinet Exhibit		\$ 500.00	\$ (281.39)		
Marketing/Brochures/Engage/Name Badges		\$ 900.00	\$ (132.93)		
Equipment/Supplies/Office/Upgrades/Repairs		\$ 12,000.00	\$ (13,965.58)		
Program/Speaker Fees		\$ 1,200.00	\$ (1,805.66)		
Storage Unit		\$ 2,750.00	\$ (2,400.00)		
Acquisition (Books/Materials/Subscriptions)		\$ 2,000.00	\$ (400.00)		
Conference/Continuing Education		\$ 1,000.00	\$ (652.81)		
Legal Fees		\$ 500.00	\$ -		
Special Project Items					
Betty Lang Internships			\$ (3,000.00)		
Oral Histories			\$ -		
City/Community Events			\$ (186.47)		
Photography			\$ -		
Special Project Totals		\$ 3,000.00	\$ (3,186.47)		
<b>TOTAL:</b>		\$ 23,850.00	\$ (22,824.84)	\$ 1,025.16	
Equitable Projects		Expenses	Sales / Contributions		
Villa Barr Book Sales YTD					
Wreaths Across Novi Project		\$ 2,196.16	\$ 2,600.00		

**Treasurer's Report:** APPROVED – Expenses last month were for speaker fees and some Local History Room supplies. Sharon also reminded all commissioners that any expenses need to be signed/approved by Sharon or Kim to be approved and reimbursed.

## LIBRARY LIAISON REPORT:

**Commission Intern:** Rae will be looking to start the application process for a new library/Historical Commission intern in August. She will be reaching out to Wayne State as part of where the position will be located.

## History Room Office Hours:

No Summer Office Hours

**Samuel White House:** Rae received a call from an individual about the possibility of preserving the house and possibly selling it to the City or Commission. The person's parents are currently living in the house and looking to downsize.

**Microfilm Reader/Scanner Instructions:** Rae printed out instructions for the new microfilm reader and scanner. While these items cannot be used without someone from the library or Commission around, the instructions will help users understand how to work the machines.

## **DISCUSSION ITEMS:**

**Fiscal Year Expense Reports:** End of the year expense reports are due by the end of the month, but the library is asking for them to be turned in as soon as possible. Any outstanding expenses need to be turned in by June 30 to count against the 2024-2025 fiscal year budget. Expenses turned by the end of June should be paid out within three weeks.

**Library Storage Clean-Up:** Kim is looking to set up some time to organize and clean up the space the Historical Commission has inside the Novi Public Library. The clean-up will take place on Tuesday, July 29 from 3 -5 p.m.

**Novi Community Fest:** The annual Novi Community Fest took place on Thursday, June 5 from 4 – 8 p.m. at the Novi Community Center. The Commission's booth highlighted the Novi Special. A variety of businesses and non-profits attended the event. Kim said the event had a large turnout and the Commission's booth was well visited with kids getting the opportunity to win candy, a matchbox car and Paradise Park gift cards. Next year's event will be Thursday, June 4, 2026.

**By-Laws:** Kim asked the commissioners to review the Novi Historical Commission by-laws. Feedback is being requested by the August meeting. Commissioners should send the edits to Kim Nice for collection and review at a future meeting.

**Novi Public Library 65<sup>th</sup> Anniversary Event:** Save the Dates for the Novi Public Library's 65<sup>th</sup> Anniversary. The event is Oct. 26 from 1 – 5 p.m. The Commission is participating in the library anniversary organizing committee meetings. Rae will be stationed in the Local History Room. All commissioners are being asked to participate and share information about the Novi Historical Commission and the history of Novi. The Commission will have a table as well.

**Four Corners Miniature Project:** The project continues to make progress with the Commission members painting items and filling up shelves for inside the store. The next project meetings are scheduled for July 11 and 25 at Noon in the Novi Library's Youth Activity Room (YAR).

## **ONGOING PROJECTS:**

**Speaker's Series:** The Fall speakers are in place. Kelly will help make fliers for the upcoming speakers. Ideas for future topics including Boblo Island and the Boblo boats were discussed. There is also a focus on doing some topics around America's 250<sup>th</sup> anniversary next year.

**Did You Know Project:** Dan and Sharon finished pulling together the next round of Novi historical facts to share on the Commission's Facebook page. The Commission is considering setting up a new Facebook page so it can change/add admin rights for others to be able to post.

**NEW BUSINESS:**

**Wreaths Across Novi:** Kim brought up the need to pick out some dates for the 2026 Wreaths Across Novi. She also shared some ideas for giveaways including something like car coasters.

**PUBLIC COMMENT:** NONE

**NEXT MEETING:** July 16, 2025 at 7 p.m.

**ADJOURN:** 8:20 p.m.