



## NOVI HISTORICAL COMMISSION

**MAY Minutes**

**Wednesday, May 16, 2025**

**Novi Library Board Room**

**CALL TO ORDER:** 7:08 p.m.

**ATTENDANCE:** Kim Nice, Sharon Larson, Debbie Wrobel, Kathy Crawford, Kelly Kasper, Randy Van Wagnen, Dan Pierce

**ABSENT:** None

**INTRODUCTION OF GUESTS:** Rae Manela (Library Liaison), Sue Grifor, Jillian Cole

**APPROVAL OF AGENDA:** APPROVED

**APPROVAL OF APRIL MINUTES:** APPROVED

NOVI HISTORICAL COMMISSION FINANCIAL SUMMARY REPORT - 2024/2025 Fiscal Year			
	BUDGET	EXPENDITURES Thru May 21, 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	\$ (1,750.82)	
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		\$ (53.70)	
Photography		\$ -	
Special Project Totals	\$ 3,000.00	\$ (3,053.70)	
<b>TOTAL:</b>	<b>\$ 23,850.00</b>	<b>\$ (22,637.03)</b>	<b>\$ 1,212.97</b>
Equitable Projects			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:

**Newspaper Digitization:** Rae said the library is coming to a decision re: options for newspaper digitization and storage. Rae is checking into whether the Omeka web site used for the Novi Cemetery photos could be big enough to store the Novi newspapers.

### History Room Office Hours:

Monday, June 2 (10:30 a.m. – 12:30 p.m.): Kim Nice and Debbie Wrobel

Monday, June 16 (6 – 8 p.m.): Kim Nice

### DISCUSSION ITEMS:

**Document Donation Day:** Document Donation Day was Saturday, May 3 at the Novi Public Library from 2 – 4 p.m. Kathy Crawford donated a few items. Another document donation day will be planned for the Fall.

**Presentation of Projects:** Jillian Cole, the library intern supporting the Novi Historical Commission, presented a recap of her work over the past semester. Her focus this semester was to create a home for local history room digital files, make them accessible and create a protocol for ingesting/organizing digital files moving forward. Jillian also provided some thoughts on how the next intern could build off her work including continuing cataloging contents in the drawer and conducting a trial of an another Omeka site.

**Storage Unit Quote:** The estimate for the annual renewal of the storage space came in less than the previous year. The estimate (a pay in full discount) was approved by the commission.

**Novi Community Fest:** The annual Novi Community Fest will take place on Thursday, June 5 from 4 – 8 p.m. at the Novi Community Center. Kim, Debbie and Sue plan on doing something for the Commission's booth around the Novi Special.

**By-Laws:** Kim emailed a copy of the novi Historical Commission by-laws to each commissioner to review. Feedback is being requested by the August meeting. Commissioners should send the edits to Kim Nice.

**City of Novi Podcast:** Kathy Crawford participated in two podcasts – one on the Walled Lake Amusement Park and the other re: Novi as a metropolis in the earlier days of its founding. Kathy is waiting for dates on when the podcasts will be made public. Kathy has been asked to do additional podcasts in the future.

**Novi Public Library 65<sup>th</sup> Anniversary Event:** The library anniversary organizing committee met and laid out plans for the event and how different organizations will be able to display information. Another meeting is planned to provide additional information. The event is Oct. 25 from 1 – 5 p.m.

**Four Corners Miniature Project:** Randy asked for a small amount of budget to purchase additional miniature sundries to put inside the store to make the shelves look more full. The commission approved an expense of up to \$100. The next project meetings are scheduled for May 30, June 6, 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. Initial calls have been made to several potential speakers for next year. Ideas for future programs include America at 250 years, Michigan Food & Beverages, Michigan Oil & Gas, Ernie Harwell, and a Benjamin Franklin re-enactor.

**Display Case:** Kim and Sue are planning a display on the Fuerst sisters for the display case this summer.

**NEW BUSINESS:** NONE

**PUBLIC COMMENT:** NONE

**NEXT MEETING:** June 18, 2025 at 7 p.m.

**ADJOURN:** 8:31 p.m.