



# NOVI HISTORICAL COMMISSION MINUTES

Wednesday, November 20, 2019 7pm

Novi Library History Room

**Call to Order:** 7:00pm

**Attendance:** Dhara Sanghavi, Rachel Manela, Kim Nice, Tammy-Lee Knopp, Kelly Kasper.

Tom has chosen to step down.

**Introductions of guests:** Kathy Mutch, Sue Grifor

**Approval of Agenda: Kelly move, Ki 2<sup>nd</sup>, ALL APPROVED**

**Approval of Minutes- October 2019: ALL APPROVED**

**Treasurer's report -Kim**

Kim will be revising the expense report for December to reflect the Wreaths Across Novi Project.

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	(133.77)
Equipment/Supplies/Office	\$ 1,200	\$ (20.90)
Program/Speaker Fees	\$ 1,800	\$ (170.00)
Storage Unit	\$ 2,500	\$ -
Acquisition	\$ 500	\$ -
Conference/Continuing Education	\$ 2,500	\$ (275.92)
Special Projects Villa Barr Photography Veterans Sign Oral Histories	\$ 3,400	\$ (11.00)
Villa Barr Book Sales YTD		\$ 40.00
<b>Total:</b>	<b>\$ 14,000</b>	<b>\$ (674.45) \$ 13,326</b>

Tammy-Lee request for reimbursement for mileage for Archeology event in Lansing on October 26th. \$75 ALL APPROVED

**Communications:** Chronicle Magazine, held in the Local History Room



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## **Library Liaison Report, Betty Lang**

Tax exempt form we will now be using the City Tax Exempt form

Kim (Treasurer) will hold on to 1 form

If you need to use it you will “check it out” from Kim and return it back to Kim.

No need to use tax exempt on small purchases.

How Budget works for Projects:

Steps to take:

1. List it as a projected expenditure for Fiscal year 2019-202
2. Revenues are listed as total revenues for the project
3. If you collect more than you projected or needed, list what it would be used for.

Kim needs to meet with Marcia from the library to understand how all of this works.

Since Julie is the Financial Liaison to the City, we need to have in the minutes our projected budgets for special projects in the future.

Moving the Storage Materials

We need to decide ASAP

If the items are packed, Corrigan will transfer items at no cost to the Commission to their location.

If we want to move to Corrigan, Marcia will check with *Extra Space* what cancelation of the contract would cost.

The Bound Papers of the Novi News need to be moved from the Library to climate control space.  
i.e. our Storage unit

We need to find out what size space we currently have and what size unit we want at Corrigan.

NEED TO DECIDE QUICKLY – possibly move in December or February

Tammy-Lee will consider taking this project up when our questions have been answered.

By Laws/Procedures

Look at Bylaws again see if we want to make changes

Return to Julie to be reviewed by Attorney

Commission will pay for the review (We need to ask Julie)

We need to hear from Julie if this is going through the City Attorney



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## Motor City Marker

All that needs to be changed on the sign is the name of the location. We have a call in to the manufacturer to get a quote.

## Local History Room Office Hours

**Mon. 11/18-6-8pm** Kelly

**Mon. Dec. 2nd 12-2pm:** Rae\_      **Mon. Dec. 16th** 6-8pm \_Kim\_\_

**Jan. 6th 12-2pm :** Kim

**Jan 20th 6-8pm:** Kelly

## **“Novi Special” Fall Program...wrap up, Betty**

About 48 people in attendance

Good feedback

Acoustics in the Atrium were difficult

## **Discussion items:**

### **Wreaths across Novi. placement Nov. 23, Kelly & Kim**

Event starts at 1 at Novi Road Cemetery. Asking that Commission members be there at 12:30pm.

16 guests

## **BACK BURNER PROJECTS**

### **Veterans Memorial**

#### **Historical sights Brochure, Dhara**

Dhara needs contact Tom and get the information from him

Tammy-Lee will work on this with Dhara

#### **Novi Rd. Cemetery Sign- Removal and update**

Tammy-Lee has information from Roy Prentice with information about the sign company that Tollgate used.

#### **Memorial sign options sub-committee**

We need include this in our 2020-2021 fiscal year budget

Need to decide what it will look like, projected cost, who we want to make it.

## **HISTORICAL COMMISSION PROGRAMS -2019/2020**

### **10/24 Northville Psychiatric Hospital wrap up**

We had close to 100 people in attendance. People seemed interested in the event.

### **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**



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## **DISPLAY CABINET DOWNSTAIRS Volunteer Sue Grifor, Kim Nice**

Display for after "Wreaths across Novi"

19<sup>th</sup> Century Evolution of Football will go in mid December

Need to keep a log of what we have for displays.

Start storing materials at storage unit after the move.

### **Status of fixing sliding door?**

Betty needs to follow up on this

City donated 2 official "50<sup>th</sup>" Light Post flags to the Local History Room

**NOTE: Next MEETING: Wednesday, DECEMBER 18, 7pm** (Rae will be Absent)

**Adjourn:** 8:32pm