



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnegie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

**Fraser Historical Commission
Historical Depot
18577 Masonic, Fraser, MI 48026
Monday, December 4, 2023 @ 7:00 p.m.**

1. Call to Order
2. Pledge to Flag
3. Approval of Agenda – December 4, 2023
4. Approval of Minutes – November 6, 2023
5. Liaison Report
6. Unfinished Business
 - a. Open House December 3rd, 2023
 - b. Digitalizing
7. New Business
 - a. Half Price Sale December 10, 2023
 - b. Pack Up Christmas Resale
 - c. Take Down Decorations
8. Commission Reports
9. Adjourn

POSTED: November 27, 2023

Fraser Historical Commission

Meeting Minutes - Monday, November 6, 2023 @ 7:00pm

Present: Marilynn Wright, Jim Chamberlin, Karen Hodges, Nancy Ehrke, Tom Iwanicki, Marti VanEenenaam-Iwanicki
Members-at-Large: Curtis Rice; **Council Liaison:** Patrice Schornak

Excused Absences: Denise Wojciechowski, **Members-at-Large:** Dori Guoin, Kathy Pirtle;

- 1) **Call to order:** 7:01 pm by Marilynn
- 2) **Pledge to the Flag**
- 3) **Approve Agenda:** Karen made a motion; Tom 2nded motion; Approved;
- 4) **Approve Minutes:** Marti made a motion; Nancy 2nded the motion; Approved
- 5) **City Liaison Report:** Patrice asked Commissioners for any issues and concerns that she can address for us; #1) Please check on whether or when the insurance company will approve the cleaning of the museum after all the repairs; #2) Please check on the 3 months of charges for the porta-potty in the park next to the museum - that was charged against our budget in error; 3) Please check if the parlor carpet was ever cleaned - Karen and Marti looked at it and believe it was dried and laid back in the parlor as it's very dingy; #4) Please check why the sensor 'light' is always on in the Gift Shoppe; #5) Please check why the porch lights on the Depot are always on;
- 6) **Unfinished Business:**
 - a) **November Open House:** pre-sale \$44.75; museum \$74.00; depot \$266.00
Total Donations: \$384.75
 - b) **Thermostat Batteries:** Jim changed them in the museum and he will be changing them in the depot this week.
- 7) **New Business:**
 - a) **Humidifier Schedule:** Jim and Tom will be sharing the duties of filling the humidifier in the Parlor. Tom will fill on Mondays and Jim will fill on Fridays - starting this week.
 - b) **Santa:** Tom will be Santa, and Doreen Rice will be Mrs. Santa at December's Open House.
 - c) **Decorate inside and outside of Museum:** Jim will be decorating the front porch and Karen and Marti will decorate the inside of the Museum.
- 8) **Commissioner Reports:**
 - ***Marilynn** - Marilynn & Jim met with a reporter from C&G newspapers. They are doing an article about the Museum and what has been happening that last year. (ie - damage and repairs to house:); The article will be out in this Wednesday's paper. Marilynn asked Patrice to check where and when we get a key for Marti. Marilynn is looking for several 4x6 photos that were left in the depot - she asks everyone to keep an eye out.
 - ***Jim** - Nothing to add;
 - ***Karen** - Nothing to add;
 - ***Nancy** - Sent 476 ENewsletters and she believes she has gotten her computer issues resolved. Nancy is wanting to clean out Dept storage room and Marilynn's office after the December Sale. Nancy also wants the cart painted that is in the barn. Tom said the paint is already in the barn.
 - ***Tom** - Our Eagle Scout project for a Little Library is on hold. Tom is working with Jim on getting this started back up and completed. The sign for Samantha's Garden is being worked on-Tom will keep us posted on the progress. Tom will be working with Chris from the Heritage Foundation to get the project of digitalizing our catalog up and running. Chris offered assistance with the process and borrowing equipment if needed.

***Marti** - Amanda gave Marti rights to the Baumgartner FB site. Marti has been adding to the page and making sure our events are listed; Marti is working with the City to get our information updated on the City website and the City tv station. Marti mentioned having fleece jackets with Baumgartner House embroidered on them. Commissioners all thought this is a great idea. Marti will be checking on how and who to order the jackets from. Marti asked for any residents who are in need of leaf raking. Marti's HOSA group will be doing 'Rake 'N Run' again this year. Karen provided a couple addresses to Marti. Marti asked Marilyn if we are getting Hot Chocolate and Christmas Cookies donated this year for our December 3rd open house. Marilyn will be asking Oakmont for this donation.

***Curtis** - Nothing to add;

***Patrice** - Nothing to add;

9) Adjourned at 7:46 pm on a motion by Karen; 2nded by Marilyn; Motion Carried

Next Meeting: Monday, December 4th 2023 @ 7 pm

Next Open House with Santa and Mrs. Clause and Christmas Depot Sale:

Sunday, December 3rd @ 1-4pm

Respectfully Submitted, Karen Hodges, Recording Secretary

DB: Fraser

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Expenditures								
Dept 803 - HISTORICAL COMMISSION								
101-803-702.000	ELECTED/APPOINTED OFFICIALS PAY	0.00	0.00		0.00	0.00	0.00	
101-803-712.000	OVERTIME	0.00	0.00		0.00	0.00	0.00	
101-803-713.000	FICA	0.00	0.00		0.00	0.00	0.00	
101-803-714.000	MEDICARE	0.00	0.00		0.00	0.00	0.00	
101-803-742.000	OPERATING SUPPLIES	500.00	74.45		0.00	425.55	14.89	
101-803-930.000	REPAIRS AND MAINTENANCE	0.00	1,950.00		0.00	(1,950.00)	100.00	
Total Dept 803 - HISTORICAL COMMISSION		500.00	2,024.45		0.00	(1,524.45)	404.89	
TOTAL EXPENDITURES		500.00	2,024.45		0.00	(1,524.45)	404.89	
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		0.00	0.00		0.00	0.00	0.00	
TOTAL EXPENDITURES		500.00	2,024.45		0.00	(1,524.45)	404.89	
NET OF REVENUES & EXPENDITURES		(500.00)	(2,024.45)		0.00	1,524.45	404.89	

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
11/01/2023			101-803-001.000 CASH		BEG. BALANCE		0.00
11/30/2023			101-803-001.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-702.000 ELECTED/APPOINTED OFFICIALS PA		BEG. BALANCE		0.00
11/30/2023			101-803-702.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-704.000 WAGES - FULL TIME EMPLOYEES		BEG. BALANCE		0.00
11/30/2023			101-803-704.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-712.000 OVERTIME		BEG. BALANCE		0.00
11/30/2023			101-803-712.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-713.000 FICA		BEG. BALANCE		0.00
11/30/2023			101-803-713.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-714.000 MEDICARE		BEG. BALANCE		0.00
11/30/2023			101-803-714.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-718.000 LONGEVITY PAY		BEG. BALANCE		0.00
11/30/2023			101-803-718.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-719.000 FOOD ALLOWANCE		BEG. BALANCE		0.00
11/30/2023			101-803-719.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-724.100 HEALTH INSURANCE PREMIUMS (EMP		BEG. BALANCE		0.00
11/30/2023			101-803-724.100	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-742.000 OPERATING SUPPLIES		BEG. BALANCE		74.45
11/30/2023			101-803-742.000	END BALANCE	0.00	0.00	74.45
11/01/2023			101-803-791.000 SUBSCRIPTIONS AND PUBLICATIONS		BEG. BALANCE		0.00
11/30/2023			101-803-791.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-801.000 PROFESSIONAL/CONTRACTUAL SERVI		BEG. BALANCE		0.00
11/30/2023			101-803-801.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-850.000 COMMUNICATIONS (PHONE AND CELL		BEG. BALANCE		0.00
11/30/2023			101-803-850.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-900.000 PHOTOGRAPHY		BEG. BALANCE		0.00
11/30/2023			101-803-900.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-930.000 REPAIRS AND MAINTENANCE		BEG. BALANCE		1,950.00
11/30/2023			101-803-930.000	END BALANCE	0.00	0.00	1,950.00
11/01/2023			101-803-960.000 MISCELLANEOUS		BEG. BALANCE		0.00
11/30/2023			101-803-960.000	END BALANCE	0.00	0.00	0.00
11/01/2023			101-803-972.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
11/30/2023			101-803-972.000	END BALANCE	0.00	0.00	0.00

DB: Fraser

PERIOD ENDING 11/30/2023

GL NUMBER	DESCRIPTION	2023-24	BEG. BALANCE	ACTIVITY FOR	YEAR-TO-DATE	END BALANCE
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 11/30/2023	THRU 11/30/23	11/30/2023
				INCREASE (DECREASE	INCREASE (DECREASE	NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND						
Liabilities						
101-000-379.000	FUND BALANCE - RESTRICTED - HISTORICAL		24,229.72	384.75	3,648.30	27,878.02
TOTAL LIABILITIES			24,229.72	384.75	3,648.30	27,878.02



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Lesich

MAYOR PRO-TEM

COUNCIL

Amy Baranski

Patrick O'Dell

Kenny Perry

Patrice Schornak

Sherry Stein

Dana Sutherland

To: Historical Commission

Date: 11/27/2023

From: City Clerk Greenia

Re: City Staff Liaison Report November 2023

Hello All,

I hope that all of you had the best Thanksgiving weekend and got to enjoy yourself!!!!

Looking through my emails since the last meeting I note the following concerns:

- 1) You were waiting on a key for Marti Iwanicki. The latest update on that I have heard is that the DPW is starting to get together an inventory of who has keys for what building. That might be the hold up if she does not yet have one.
- 2) On November 14, 2023, I received an email regarding the status of the cleaning of The Museum and the carpet. I thought Rob told me they (DPW) went over to the museum and worked on that.
- 3) In an email on 11/14/23 I sent a part of the 11/6/2023 minutes to the DPW with the following concerns:
 - a. Will the Insurance Company approve cleaning of the museum after all the repairs?
 - b. Was the parlor carpet ever cleaned? It looks like it needs to be done.
 - c. Why is the sensor light always on in the Gift Shoppe?
 - d. Why are the porch lights always on at the depot?I don't really have a response on this yet but if I do get anything further prior to the meeting I will send it to you.
- 4) There was a question regarding the furnace in the depot – it is cold in there most times. On 11/22/23 Rob from DPW stated they cleaned the igniter and restarted the furnace. At that time, it was blowing hot air, and they would check again later.

Best of luck with the open house. Let me know if you have any other concerns. Thanks! C