



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Lesich

MAYOR PRO-TEM

Dana Sutherland

COUNCIL

Amy Baranski

Patrick O'Dell

Kenny Perry

Patrice Schornak

Sherry Stein

FRASER HISTORICAL COMMISSION AGENDA FEBRUARY 5, 2024

1. Call to order
2. Pledge to Flag
3. Approve Agenda
4. Approve Minutes
5. Liaison Report
6. Unfinished Business
 - a. Christmas ½ Price Sale
 - b. Digitalizing
 - c. Samantha's Sign
 - d. Parlor Rug
7. New Business
 - a. Historic Marker
 - b. March Open House
8. Commission Reports
9. Adjourn

POSTED: 01 29 2024

Meetings held at the Depot, 18577 Masonic, Fraser, MI 48026

Fraser Historical Commission

Meeting Minutes – Monday December 4, 2023 @ 7:00pm

Present: Marilyn Wright, Jim Chamberlin, Nancy Ehrke, Denise Wojchiechowski, Tom Iwanicki, Marti VanEenaam-Iwanicki **Members-at-large:** Dori Guoin, Kathy Pirtle. **Liaison –** Patrice Schornak.

Excused Absences: Karen Hodges, Member-at-Large: Curtis Rice.

1. **Call to order:** 7:05pm by Marilyn
2. **Pledge of Allegiance**
3. **Approve Agenda:** Motion by Jim, seconded by Tom to approve today's agenda. Motion carried.
4. **Approve Minutes:** Nancy pointed out some variations of "Mrs. Claus" in the November 6 meeting minutes that should be corrected.
 - Under New Business, item B – change "Mrs. Santa" to "Mrs. Claus".
 - After #9 Adjournment...the "Next Open House" statement...the "e" should be removed from "Clause".
5. **City Liaison Report:** Patrice updated commissioners on unfinished business:
 - She emailed Mark about key for Marti. Denise W found one of her missing keys and will bring for Marti.
 - Still waiting on parlor carpet cleaning. Working on having Hagopian come and take care of it. Marilyn pointed out we have asked several times and nothing has been done.
 - Patrice noted drainage around the gift shop was an issue at the December Open House and will address this with Mark.
 - Patrice also pointed out for future reference, we should not allow individuals to sell their own items for their own profit at our Open Houses. We can reserve that for a potential future special event. Commissioners agreed – no private sales.

Commissioner concerns for Liaison:

- Marilyn reminded Patrice of repair needed on outside light.
- Heat in Glass Room was also an issue at the December Open House. Potential solution is to move all of the items away from the outside walls/heaters. Marti and Karen or Jim and Tom to complete this task.

6. Unfinished Business

- a. **Open House December 3:** Very well attended with MANY tours given and lots of photos with Santa and Mrs. Claus. People that were donating cookies never showed up. Pre-sale: \$163.50, Museum - \$32.00, Depot - \$252.40, Donation from Vania Apps for Samantha's Garden Sign - \$100. Total: \$574.90
- b. **Digitizing:** Tom wants to start with old items and work to new items. Marilyn pointed out she has some new acquisitions in her office/depot building.

Some items have been put on floppy discs to begin electronic records – whereabouts of those discs is uncertain.
Tom will begin work on this process this winter.

7. New Business

- a. Christmas Half Price Sale will be Sunday December 10. 2023. Sale only, no open house.
- b. Pack up Christmas Resale – will happen this winter. Date to be determined
- c. Take down decorations – Karen and Marti will take down inside decorations between Christmas and New Year, Jim will handle outdoor decorations.
- d. 2024 Fraser Historical Commission Master Schedule

January	No Open House or Meeting
February	No Open House, Meeting - February 5 th
March	Open House – March 3 rd – Easter Sale 1-4pm Meeting – March 4 th
April	Open House – April 7 th 1-4pm Meeting – April 1st
May	Open House – May 5 th 1-4pm Meeting – May 6 th
June	Open House – June 2 nd – Barn Sale 1-4pm Meeting – June 3 rd
July	No Meeting or Open House
August	Open House – August 4 th – Barn Sale 9:00am-4pm Meeting – August 5 th
September	Open House – Sept. 8 th – Barn Sale 1-4pm Meeting Sept. 9 th
October	Open House – Oct. 6 th - Barn Sale ½ Price 9:00am-4pm Meeting- October 7 th
November	Open House – November 3 rd - Christmas Presale 1-4pm Meeting November 4 th
December	Open House - December 1 st - Christmas Resale. 1-4pm Meeting – December 2 nd

8. Commissioner Reports

- **Marilynn** - Tom Tesno from City History Books will be publishing Fraser History early in 2025. (last one published in 2022). Please start writing stories in 2024. Commissioners given a copy of the Roseville book for reference.
- **Jim** – nothing to add
- **Nancy** – sent out 508 December newsletters. Working on cleaning up mailing list due to some being non-deliverable.

- **Denise** – concerned about the outside ornaments that people bought/donated last year. These have not been located. Since it is so late in the season, we will reinstate this next November and recognize those people that donate (perhaps in the Newsletter). Marti suggested saving ornaments suited for outside from this year's Christmas sale to use as donation ornaments next year.
- **Kathy** – nothing to add
- **Dori** – apologized for prolonged absence due to medical issues.
- **Tom** – has appointment with Michigan Historical Alliance in December to get guidance on starting the digitizing process. He states it will be a SLOW process.
 - Samantha's Garden sign is in process. Concern now is how to fixate it to the existing garden arch. Will be put up in the spring.
 - Boy Scout Little Library will also be put up in the spring.
 - Michigan Historical Alliance has grants available. Tom suggested we apply for a grant to replace fence. Commissioners agreed on a natural fence vs. white vinyl. Missed the November deadline, but more opportunities will be available.
- **Marti** – We passed out all of the Fraser Historical Society brochures at the December Open House and there is some old information in there. To reprint would be the Society's responsibility. Marilynn asked that the Society inform the Commission of their meeting dates and requested that those meetings be held in the Depot.
 - Regarding the FHC brochures, Marilynn will review the information prior to ordering more.
 - Gift Shop Update – Karen and Fraser High School volunteer Hannah rearranged the gift shop for better flow and better merchandise presentation.
 - Marti asked about ownership of the cemetery on 14 mile road – it is privately owned and for sale.
 - Marti also pointed out we can apply for a \$250 grant from Thrivent for a Community Action Team. Could be used toward annual flowers for landscaping around the property and gardens.

9. Adjournment: Motion by Tom to adjourn, seconded by Nancy. Meeting Adjourned at 8:19pm

Announcements:

Next Sale: Sunday December 10, 2023 Christmas ½ off Sale @ 1-4pm.

Next Meeting: Monday February 5, 2024 @ 7:00pm

No Meeting/No Open House in January 2024

Respectfully Submitted: Marti VanEenenaam-Iwanicki

standing in for Karen Hodges, Recording Secretary

DB: Fraser

PERIOD ENDING 01/31/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 01/31/2024	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	87.94		0.00	412.06	17.59	
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	2,037.94		0.00	(1,537.94)	407.59	
TOTAL EXPENDITURES		500.00	2,037.94		0.00	(1,537.94)	407.59	
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		0.00	0.00		0.00	0.00	0.00	
TOTAL EXPENDITURES		500.00	2,037.94		0.00	(1,537.94)	407.59	
NET OF REVENUES & EXPENDITURES		(500.00)	(2,037.94)		0.00	1,537.94	407.59	

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
01/01/2024			101-803-001.000 CASH		BEG. BALANCE		0.00
01/31/2024			101-803-001.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-702.000 ELECTED/APPOINTED OFFICIALS PA		BEG. BALANCE		0.00
01/31/2024			101-803-702.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-704.000 WAGES - FULL TIME EMPLOYEES		BEG. BALANCE		0.00
01/31/2024			101-803-704.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-712.000 OVERTIME		BEG. BALANCE		0.00
01/31/2024			101-803-712.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-713.000 FICA		BEG. BALANCE		0.00
01/31/2024			101-803-713.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-714.000 MEDICARE		BEG. BALANCE		0.00
01/31/2024			101-803-714.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-718.000 LONGEVITY PAY		BEG. BALANCE		0.00
01/31/2024			101-803-718.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-719.000 FOOD ALLOWANCE		BEG. BALANCE		0.00
01/31/2024			101-803-719.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-724.100 HEALTH INSURANCE PREMIUMS (EMP		BEG. BALANCE		0.00
01/31/2024			101-803-724.100	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-742.000 OPERATING SUPPLIES		BEG. BALANCE		87.94
01/31/2024			101-803-742.000	END BALANCE	0.00	0.00	87.94
01/01/2024			101-803-791.000 SUBSCRIPTIONS AND PUBLICATIONS		BEG. BALANCE		0.00
01/31/2024			101-803-791.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-801.000 PROFESSIONAL/CONTRACTUAL SERVI		BEG. BALANCE		0.00
01/31/2024			101-803-801.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-850.000 COMMUNICATIONS (PHONE AND CELL		BEG. BALANCE		0.00
01/31/2024			101-803-850.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-900.000 PHOTOGRAPHY		BEG. BALANCE		0.00
01/31/2024			101-803-900.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-930.000 REPAIRS AND MAINTENANCE		BEG. BALANCE		1,950.00
01/31/2024			101-803-930.000	END BALANCE	0.00	0.00	1,950.00
01/01/2024			101-803-960.000 MISCELLANEOUS		BEG. BALANCE		0.00
01/31/2024			101-803-960.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-803-972.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
01/31/2024			101-803-972.000	END BALANCE	0.00	0.00	0.00

DB: Fraser		PERIOD ENDING 01/31/2024								
		2023-24		BEG. BALANCE	ACTIVITY FOR		YEAR-TO-DATE		END BALANCE	
				07/01/2023	MONTH 01/31/2024		THRU 01/31/24		01/31/2024	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 101 - GENERAL FUND										
101-000-379.000	FUND BALANCE - RESTRICTED - HISTORICAL			24,229.72		0.00		4,679.30		28,909.02