



CITY MANAGER

Elaine Leven

CITY CLERK

August Gitschlag

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

NOVEMBER 4, 2024 @ 7:00 p.m.

1. Call to order
2. Pledge to Flag
3. Approve Agenda November 4, 2024
4. Approve Minutes October 7, 2024
5. Liaison Report
6. Unfinished Business
 - a. Tom Tesnow- Fraser Anniversary Booklet
 - b. Half Price Sale – October 20th
 - c. Open House Nov. 3rd
 - d. Trunk or Treat- Ram's Horn
 - e. Policies & Procedures – Section II
 - f. P.O. Box
7. New Business
 - a. Humidifier
 - b. Decorate for Christmas
 - c. Barn Sale Pick-Up
8. Commission Reports
9. Adjourn

POSTED: 10/30/2024

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

Fraser Historical Commission

Meeting Minutes – Monday October 7, 2024 @ 7:00pm
Depot Visitor Center

Present:

Commissioners: Marilyn Wright, Nancy Ehrke, Jim Chamberlin, Tom Iwanicki, Marti VanEenenaam-Iwanicki, Mackenzie Lenk, Karen Hodges

Members-at-Large: Curtis Rice, Kathy Pirtle, Dori Guoin

Liaison – Patrice Schornak

Guests:

Tom Tesnow – Fraser Anniversary Magazine, August Gitschlag-Fraser City Clerk

1. **Call to order:** 6:58 pm by Marilyn.
2. **Pledge of Allegiance**
3. **Approve Agenda:** Motion by Karen, seconded by Tom to approve agenda.
Motion carried.
4. **Approve September 9, 2024, Minutes:** Motion by Nancy, seconded by Karen to approve.

Motion carried.

Meeting was interrupted at this point by two residents who asked about demolition of the State Bank of Fraser building. They asked what artifacts would be saved and stated that Paul, the property owner would work with us to save artifacts.

Tom provided his contact information to the residents for follow-up.

5. City Liaison Report:

Since our last meeting, all requests have been met

- DPW picked up lawn waste bags
- Joe will contact Karen when it is time to shut off sprinklers
- Minutes and agendas should be sent to both August and Cindi in the City Clerk's office.

Current Commission requests from Liaison/City Clerk:

- Please order a key for Mackenzie Lenk.
- Please check on the two line items on the financial report listed as "Credit Card charge".
- Please check to see if road construction crew will fix driveway apron leading into our parking lot.

6. Unfinished Business

a. **August Gitschlag** – completed swearing in of Mackenzie, Marti and Marilyn

b. Eric Oliver - Brick Pavers

Commissioners inspected the brick sample from Eric Oliver. Discussion followed. We would like etching/engraving to be deeper if possible. Bricks would come from Belden Brick – they should be able to supply both sizes.

Motion by Tom, Second by Nancy to hire Eric Oliver to replace damaged bricks and be our engraver for future bricks. All were in favor. Motion carried.

c. Tom Tesnow – Fraser Anniversary Magazine

Reviewed articles that commissioners are writing:

Tom – digitization; barn

Karen-Warfield Green golf course

Mackenzie – Dairy Maid

Marti and Janet C (from Society)-Baumgartner House and Baumgartner Family Anniversary Magazine (continued)

Marti will send Joy Airport information to Tom.

All articles should be turned in to Tom by the November 4 meeting. Email it to him as a Word document

d. October 6 Open House/Sales Results

Barn \$177.50
Depot \$155.35
Food \$ 18.50
Museum \$12.00
Tent \$ 92.75
Total: \$456.10

The Society also made \$22.50 in gift shop sales.

We also received \$48.00 in donations for digitization equipment, bringing our current donations total to \$264.00

Tom estimated scanner will cost around \$400 and a laptop around \$1000.

Motion by Marilyn, seconded by Karen to earmark all proceeds from the Christmas sales in November and December towards digitization equipment.

e. Policy/Procedures

Section 2 of the Policies and Procedures document regarding Accessions and Deaccessions were reviewed and suggestions made.

Marti will make revisions, and we will vote to approve Section 2 at the November meeting.

f. Ram's Horn Trunk or Treat Candy

Marti and Tom will represent the Commission at the Trunk or Treat at the Ram's Horn on Saturday, October 19. Motion by Karen, seconded by Marti for them to spend up to \$100 on candy for this event.

7. New Business

a. KMB Award

Marti reported that we will be presented with the President's Award from Keep Michigan Beautiful, Inc. She will attend the award ceremony in Frankenmuth on October 11.

b. 3-year plan

The new 3-year plan for 2024-2026 was reviewed and further revisions/suggested were made.

c. Professional memberships

Discussion was held regarding our professional memberships in organizations such as the Historical Society of Michigan (HSM), the American Association for State and Local History (AASLH), and the Macomb Heritage Alliance (MHA). The only membership we currently have is with MHA, all others have expired. Tom will research organization membership prices for the other organizations.

d. P.O. Box

Karen approached the Fraser Historical Society about sharing their post office box so that we have a permanent mailing address. They were not in favor of this, so Karen researched the cost to get our own. Cost for a 6" x 6" mailbox would be \$200. Motion by Karen, seconded by Mackenzie to secure a 6x6 post office box for Fraser Historical Commission use. All in favor, motion carried. Money would come from our "regular" account, not from the city budget account.

8. Commissioner Reports

- **Marilynn** – Responded to Marti's question at a previous meeting regarding when we stopped publishing Strawberry Preserves. She noted that around 2008 the city was having financial issues and several publications were cut. There is a box in the Depot with copies of all the email newsletters that we have mailed out.

She also reported that we will be receiving the cement eagle from the top of the State Bank of Fraser building when it is demolished, and we will need to figure out where to put it. We will discuss at the next meeting.

- **Kathy** – No report
- **Mackenzie** – No report

- **Jim** – Wondering about baseball caps and other "swag" for the 150th celebration

- **Dori** – Discussed ADA modifications for the Depot restroom. These will be added to the 3-year plan

- **Tom** – Shared ideas from the AASLH handbook about celebrating the 250th celebration for the USA in 2026. We could use some of these ideas for our 150th such as:
 - Antique Road "Show and Tell"
 - Fraser Scavenger Hunt
 - Help local scouts get their local history badges
 - Photo contest

- **Marti** – Attending KMB Award Ceremony on Oct 11

- **Curtis** – Noted that the driveway apron leading into our parking lot still has damage. Patrice will check to see if this will be repaired before the road construction crew finishes.

- **Nancy** – No report

9. **Adjournment:** Motion by Marti, Seconded by Tom to adjourn. All in favor.
Meeting adjourned at 8:47pm

Announcements:

- **Next Meeting:** November 4, 2024 - 7pm in the Depot
- **Next Open Houses:** Sunday October 20, 2024; 9-4pm (please be here at 7:30am to set up)
AND Sunday November 3, 2024. (both 1-4pm) – Christmas Pre-Sale
- **Historical Society Meeting:** Wednesday October 9 at 3pm in the Depot

Respectfully Submitted - Marti VanEenenaam-Iwanicki, Recording Secretary

10/27/2024 12:01 PM
User: CITYCLERK
DB: Fraser

ACCOUNT BALANCE REPORT FOR CITY OF FRASER

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25		BEG. BALANCE	ACTIVITY FOR		YEAR-TO-DATE		END BALANCE
		AMENDED BUDGET	NORMAL (ABNORMAL)	07/01/2024	MONTH 10/31/2024	THRU 10/31/24	INCREASE (DECREASE)	INCREASE (DECREASE)	NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND									
101-000-379.000	FUND BALANCE - RESTRICTED - HISTORICAL			22,576.69		1,193.48		2,106.73	24,683.42

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
10/01/2024			101-803-001.000 CASH		BEG. BALANCE		0.00
10/31/2024			101-803-001.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-702.000 ELECTED/APPOINTED OFFICIALS PA		BEG. BALANCE		0.00
10/31/2024			101-803-702.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-704.000 WAGES - FULL TIME EMPLOYEES		BEG. BALANCE		0.00
10/31/2024			101-803-704.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-712.000 OVERTIME		BEG. BALANCE		0.00
10/31/2024			101-803-712.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-713.000 FICA		BEG. BALANCE		0.00
10/31/2024			101-803-713.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-714.000 MEDICARE		BEG. BALANCE		0.00
10/31/2024			101-803-714.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-718.000 LONGEVITY PAY		BEG. BALANCE		0.00
10/31/2024			101-803-718.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-719.000 FOOD ALLOWANCE		BEG. BALANCE		0.00
10/31/2024			101-803-719.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-724.100 HEALTH INSURANCE PREMIUMS (EMP)		BEG. BALANCE		0.00
10/31/2024			101-803-724.100	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-742.000 OPERATING SUPPLIES		BEG. BALANCE		186.07
10/31/2024			101-803-742.000	END BALANCE	0.00	0.00	186.07
10/01/2024			101-803-791.000 SUBSCRIPTIONS AND PUBLICATIONS		BEG. BALANCE		0.00
10/31/2024			101-803-791.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-801.000 PROFESSIONAL/CONTRACTUAL SERVI		BEG. BALANCE		0.00
10/31/2024			101-803-801.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-850.000 COMMUNICATIONS (PHONE AND CELL)		BEG. BALANCE		0.00
10/31/2024			101-803-850.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-900.000 PHOTOGRAPHY		BEG. BALANCE		0.00
10/31/2024			101-803-900.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-930.000 REPAIRS AND MAINTENANCE		BEG. BALANCE		0.00
10/31/2024			101-803-930.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-960.000 MISCELLANEOUS		BEG. BALANCE		0.00
10/31/2024			101-803-960.000	END BALANCE	0.00	0.00	0.00
10/01/2024			101-803-972.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
10/31/2024			101-803-972.000	END BALANCE	0.00	0.00	0.00

PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	10/31/2024	MONTH 10/31/2024	BALANCE	
			NORMAL (ABNORMAL)	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	186.07	0.00	313.93	37.21
101-803-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 803 - HISTORICAL COMMISSION		500.00	186.07	0.00	313.93	37.21
TOTAL EXPENDITURES		500.00	186.07	0.00	313.93	37.21
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		500.00	186.07	0.00	313.93	37.21
NET OF REVENUES & EXPENDITURES		(500.00)	(186.07)	0.00	(313.93)	37.21

REVENUE AND EXPENDITURE REPORT FOR CITY OF FRASER
 Balances as of 10/31/2024

Fund 101 - GENERAL FUND

Account	Description	2024-25 Amended Budget	YEAR-TO-DATE THRU 10/31/24	Available Balance	% Used
Expenditures					
Department 803: HISTORICAL COMMISSION					
702.000	ELECTED/APPOINTED OFFICIALS PAY	0.00	0.00	0.00	100.00
712.000	OVERTIME	0.00	0.00	0.00	100.00
713.000	FICA	0.00	0.00	0.00	100.00
714.000	MEDICARE	0.00	0.00	0.00	100.00
742.000	OPERATING SUPPLIES				
07/25/2024	AP REIMBURSEMENT FOR CLEANING SUPPLIES/HIST		1023586 14.82	Inv #: '8-12-2024'	Vendor 'MISC'
07/31/2024	AP REIMBURSEMENT FOR BANNER FOR 2024 FRASER		1023587 30.99	Inv #: '7-31-2024'	Vendor 'MISC'
07/31/2024	AP JULY 2024 CREDIT CARD		1031022 39.96	Inv #: '7-31-2024'	Vendor '10008'
07/31/2024	AP JULY 2024 CREDIT CARD		1031022 69.60	Inv #: '7-31-2024'	Vendor '10008'
09/17/2024	AP REIMBURSEMENT FOR SUPPLIES FOR GRANT APP		1033614 30.70	Inv #: '9-17-2024'	Vendor 'MISC'
742.000	OPERATING SUPPLIES	500.00	186.07	313.93	37.21
930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	100.00
Total - Dept 803		500.00	186.07	313.93	37.21
Total Expenditures		500.00	186.07	313.93	37.21
NET OF REVENUES AND EXPENDITURES		(500.00)	(186.07)	(313.93)	