

**Heritage Avon Lake
Approved Board Meeting Minutes
February 21, 2018, at the Folger Home**

Meeting called to order at 9:00 am by President Gerry Vogel.

Roll call: Marty Gallagher, Sandi Gerhan, Steve Vass, Tony Tomanek, Judy Kaminski, Gerry Vogel, Laura Ploenzke, Chuck Fye, and Lynn Miller. Tom Patton participated by speaker phone for the first part of the meeting.

No members of the public were present.

No additions or changes to the agenda.

Meeting minutes from January 2018: Sandi moved to approve, 2nd by Tony. Approved by voice vote; minutes will be published on the website and distributed to city officials.

Financial report: Sandi distributed the financial and budget reports.

- As of today, the checking account balance is \$26,079.86. VISA credit card balance is \$203.36, and net worth is \$25,876.50.
- Some sponsorship donations have arrived and also royalties from Sherry's book.
- **Budget report:** inflows \$1,096 and outflows \$1,649 for January. We are ahead of budget projections since we spent less than had been projected.
- The most recent utility bill was less than last month.
- Sandi needs to schedule a meeting to discuss transferring funds from PMHM.

Gerry moved to accept the financial report, 2nd by Judy. Motion passed by voice vote.

President's report

- Gerry reported that we have 25 sponsors, some with in kind contributions. Gitta's Table has offered \$150 of catering during the year. We also have some landscaping in kind contributions. As a side note, Gerry reported that the city has taken on maintenance of the Folger Home landscaping and flower beds. Judy would like landscaping projects to coordinate with the Avon on the Lake Garden Club.
- Gerry is now on the Bicentennial Beerfest committee. HAL is to make plans for a booth and entertainment. Prohibition theme for the Beerfest. Details to follow.

Committee Reports

Building and Operations (BOC)

- Steve distributed a packet of information prepared by Tom. Tom reported that there is a \$696 bill from Geisel. He is not sure we should be responsible for payment. If the cause of the damage was due to something done or not done on Geisel's part when the heating work was done, we should not be responsible for payment. Gerry said that there was nothing in the scope of work concerning upstairs heating. Gerry's impression is that Geisel connected the second floor heating without our consent. Tom is asking for board approval to proceed with contesting the bill. Gerry moved that he proceed with contesting the bill with Geisel. 2nd by Judy. Motion approved by voice vote. Tom will proceed.
- Tom is not finding Basecamp helpful for his committee work. Gerry reminded us that Basecamp notifications can be set and turned off if burdensome. Each member

needs to review settings to manage the flow of information that is pertinent to each member. Gerry is happy to go through this with each member one on one.

- Tom will set a meeting soon for BOC members.

Publicity and Marketing (PMC)

- Laura was pleased with the HAL Presents February program with Sean Crum. It was well attended. The publicity committee is working well together to promote events.
- Next speaker in March is Mark Jamba, who will present a program entitled "What Killed Grandma?", which will deal with the information on death certificates.
- The PMC will be promoting summer programs soon.
- Laura has asked Gerry to work on the website to add PMHM info. He has done that.
- Judy asked for an icon on the website that will link to PMHM tours.
- Marty recommended looking into a phone system called NEXTIVA which we might want to use at PMHM in the future.
- Laura would like to redo the Folger Home bulletin board on the porch. She is happy to discuss ideas.
- Laura mentioned that the city website has some promotions for oral histories done in the past. If anyone knows someone who would be willing to do an interview, let Laura know. The interviews are recorded at the ALPL. HAL should partner with this project and promote it.
- Tony would like to have a catered lunch at the Folger Home with long time residents to discuss history and record stories on June 19, 2018.
- Laura would like more volunteers on the publicity committee. Anyone with publicity skills and interests is welcome.

Programming and Education (PEC)

- Tony reported that Sherry had booked programs through May 2018. He is looking into summer programming at Folger and PMHM.
- Judy reported that she is working with Anita Hlava for lining up summer PMHM programs, and has a tour booked at PMHM in September. Judy has discussed school tours at PMHM with Carol Meiners.
- Tony reported that Sherry is also working with Carol Meiners on other school tours.
- Gerry reported to Basecamp all dates we have reserved FOHO on the city calendar.
- Tony said that the trifold pamphlet needs redesigned in light of the PMHM merger. He has a company in mind to make these.
- Gerry would like to continue Tuesday music nights at FOHO this summer. Anne E. DeChant is willing to play for us sometime with Pete Cavano.

Membership

- Lynn asked for board input on membership donation levels. It was decided that we will keep levels at 2017 amounts.
- Tony will contact sponsors to confirm discounts offered to members, and will have membership cards printed and ready for Lynn by mid-April.
- Gerry will compose a sponsorship appeal letter for Lynn to distribute for the membership drive.

Old business

- **PMHM merger:** Judy reported that all PMHM bank accounts have been consolidated into 1 bank account. Forms for submission to the state of Ohio are being compiled. The 2017 PMHM tax return has been filed and accepted. Judy would like to have a meeting with the city on the lease. This will take place in the spring. Sandi is concerned about HAL insurance policies. We have two policies. Do we need to include PMHM? Judy thinks that there is a policy in force for PMHM for all of 2018. The PMHM policy needs to be reviewed and have the policy holder's name changed. If PMHM policy is active through end of 2018, HAL can just renew our existing policies. Sandi and Judy will discuss further and confirm details with the insurance company.
- Additional leads needed for HAL: Gerry would like a committee lead to take over FOHO Summer Tuesday Programs and another committee lead for PMHM Monday Open Houses. Gerry suggested creating a SignUp Genius to request volunteers, but thinks personal contact will be more successful to find chairs for committees and leads. If you know of someone suited for a lead, contact them or pass the information along to the board. We should promote this in the April newsletter. Gerry will do an email blast, and Tony will promote on Facebook.

New business

- Sandi brought up the existing **bond policy** for the board. This may need to be updated now that we have additional board members. It is possible the policy only needs to cover named officers and not all board members. Sandi will contact the insurance company for more information.
- Sandi reported that **Homecoming Weekend** is scheduled for September 29, 2018.
- Judy asked for information on **Community Pride Weekend** for work to be done on PMHM. We should take advantage of this volunteer opportunity. Chuck and Judy will contact Paul Dunford to arrange this.
- Judy brought up **sidewalk and fence repairs at the PMHM**. Gerry noted that these were included in the grant request. We have no information yet on the success of the grant request. Gerry suggested that we may want to do the fence repair in the spring regardless of the grant request. Judy will present this to the BOC for action.
- **March board meeting** – needs rescheduled, cancelled, or someone to run. Motion by Steve Vass to hold an early April meeting in lieu of the March and the regularly scheduled April meeting. Gerry moved to hold the meeting April 4. Seconded by Judy. Motion passed by voice vote.

Meeting adjourned at 10:21.

Meeting minutes submitted by Lynn Miller, HAL Secretary