

## **Heritage Avon Lake Approved Board Meeting Minutes November 14, 2018, at the Folger Home**

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

**Roll call:** Gerry Vogel, Steve Vass, Chuck Fye, Tony Tomanek, Tom Patton, Sandi Gerhan, Laura Ploenzke, Marty Gallagher, and Lynn Miller. Judy Kaminski was excused. Matt Guba, Holly Kowalski, and Barb Cagley attended as members of the public.

The meeting agenda was approved.

Barb Cagley shared an update on the Bicentennial celebration. The City will sell HAL post cards and note cards at the Santa event at their table. Planned events for celebrating the bicentennial include: a Community Choir consisting of 5 church choirs, the TrueNorth choir, a praise band, an instrumentalist and 3 bell choirs. ALC-TV is putting together a video of oral histories and choir performances. The committee is also planning a Scavenger Hunt and a bike tour. The final celebration will be on July 4 with an all day event and fireworks.

**Meeting minutes from October 2018:** Sandi moved to approve, 2<sup>nd</sup> by Marty. Approved by voice vote; minutes will be published on the website and distributed to city officials.

**Financial report:** Sandi distributed financial and budget reports for October.

- As of today, the HAL checking account balance is \$35,875.66, and the PMHM checking account balance is \$3,761.67. The VISA credit card balance is \$109.94, and HAL's net worth is \$39,527.39, which includes the PMHM Huntington checking account balance.
- Budget report: inflows \$5803.11, and outflows \$10,671.99 for October 2018.
- Notes:
  - Facebook donations over 2 months total \$2711.00 Best fundraiser for easy work!
  - D&O Liability insurance policy is now in place.
  - PMHM has been added to the HAL general liability policy.
  - Concrete work at PMHM has been completed and paid for.
  - Donations are above budget. Fundraising amounts are lower than expected.
  - Cemetery Tours
    - Tom suggested incorporating local kids into the performance if repeated.
    - The program was well done but not well attended.
  - Rental income is about \$5000 over budget for the year.
  - Building improvement and repair category is over budget due to PMHM repairs.
  - Compliments to Gerry for pushing the partnership with the city for FOHO rentals in the past!
  - Outflows are only \$1800 over budget. Since HAL is well over budget on income, we are in a good place.
- Proposed 2019 budget was distributed. This will be distributed at the annual meeting.

Motion to accept the financial reports and proposed budget was made by Tom , 2<sup>nd</sup> by Chuck. Motion approved by voice vote.

- Cemetery tour report
  - Sandi posted a recap on Basecamp.
  - Net profit was \$573. Expenses were higher and ticket sales lower than in the past.
- Professional memberships need to be paid or not renewed.
  - We will review the professional memberships in December.

### **President's report**

Gerry reported the following:

- PMHM agreement with the city is pending approval by city council.
- Website redesign process has begun.
  - Gerry will remain the contact person until this first stage is completed.
- Annual meeting and program December 11. Membership meeting at 6, program at 7

- The city would like to have the FOHO thermostat set at 70 degrees continuously. Gerry will program for this with a set back at night.

## **Committee Reports**

### **Building and Operations (BOC)**

Tom reported the following:

- PMHM
  - Back door and handrail repairs are pending.
  - Tom would like a meeting with Joe Reitz with the city to discuss the foundation and floor joists in the basement. This is a bigger project than HAL can support. We will need the city's help to fund repairs. He would also like to have them discuss replacing railroad ties in the garden. Gerry will set a meeting with the city.
  - We have bricks left from the sidewalk repair. These bricks can be disposed of. They are mostly new pavers. Does anyone want? Tony will post on Facebook for anyone who is interested. Go help yourself behind the house.
  - Marty has a quote on the floor joist repair. He has requested a bid on roof repair.
  - Landscaping – Tom would like shrubs kept away from the building to prevent deterioration to the wood.
  - It was suggested that we recommend to the city to put in a patio behind the house on the city's property.
- FOHO
  - Gerry has a few issues for repair at FOHO. Gerry will forward these issues to Tom and Marty.
  - Gerry will have the city call Tom in future with concerns at FOHO.
  - Sandi has been reviewing HAL emails. Some of which concern FOHO repairs. She will pass along as needed.

### **Publicity and Marketing (PMC)**

Laura had no report.

Tony reported:

- The HAL newsletter is in process.
  - Send your info and articles to Tony.
- Tony would like a sign at FOHO to promote North Coast Christmas.
  - Sandi would like it made clear that photos are first come, first served.
  - The city has put up \$6000 worth of lights and has been very helpful in planning the event.
  - SignupGenius is in place for donations and help.
  - A Scout Group is handling all cookie baking.
- A new batch of notecards with new photos is being printed. We will share profit 50% with the photographer.

### **Programming and Education (PEC)**

Tony reported for Judy:

- The committee will promote upcoming programs in the next newsletter.
- Tony is speaking with the Lake Erie Native American Council for presenting a program next year.
- Gerry recommends if we are doing Tuesday Open Houses we need to reserve those days with the city.
- Tony and Sandi recommend that next year we not have back to back events (Monday/Tuesday.)
- Gerry noted that future program reservations at ALPL will be \$10 per event rather than \$50 yearly.

### **Membership**

Lynn had no report.

Sponsorship campaign: Lynn will solicit sponsorship contributions using the spreadsheet on Basecamp.

Gerry recommended Lynn check with Tony for additional donors he knows of, and to be sure to recognize their contributions.

### **Old business**

- Bylaw revision

- Steve distributed a hard copy of proposed bylaw revisions.
  - Discussion followed on suggested changes. Well done Steve and Chuck!
  - Additional revisions include:
    - Article IV. Section 6.B. It was suggested we delete the highlighted language so that VP is not required to be chair of PEC.
    - Article IV. Section 3. It was suggested the amount be increased to \$500. When this amount is exceeded, expenditures must be approved by a majority vote of the board at a regular, special executive board meeting, or through electronic voting.
  - By December 1 we need to distribute by email a strikethrough copy and amended copy of proposed bylaw revisions, and also publish the proposed revisions on the HAL website.
- The Nominating Committee reported the following:
  - Tom Patton to serve as a trustee for a 2 year term
  - Sandi Gerhan to serve as treasurer for a 2 year term
  - Judy Kaminski to serve as a trustee for a 2 year term
  - Sherry Spenser to serve as vice president
  - Tony Tomanek is considering serving as president.

### **New business**

- Lynn reported on the recent Lorain County InterSociety Annual Meeting and Potluck organized by the Lorain County Historical Society.
  - Heritage Avon Lake served as hosts for the meeting.
  - Lynn will post handouts from the meeting on Basecamp.
  - There is a new Americorp volunteer, Riley Thomas, an Avon Lake resident. Riley is available to help any Lorain County historical society with projects.
  - Visit Lorain County spoke at the meeting and recommended participation in the Shoreline Treasures Tours and the Heritage Trail. Lynn will post information on both projects on Basecamp.
- Laura reported on a Scout bike project that is ongoing. Girl Scout Gold Award candidate Alison Steele would like to create a permanent historical bike path in Avon Lake to promote healthy living and exercise, and historical landmarks. She is hoping to complete the project by June 2019. Sandi recommends connecting with Lowes.
- Sandi noted that a resident has offered a solid oak wheelchair made in 1900 in Elyria to HAL. After discussion it was decided that Sandi will ask for a picture and the chair's history to help decide whether to accept the chair.
- Steve recommended that new board members receive better orientation to help them get involved in HAL. Suggestions included preparing a brief for new board members, or holding an orientation meeting for new board members.
- Tony and Tom would like museum space.
- Gerry noted that through the Avon Lake Public Library residents have access to Biblioboard, which contains many resources on local history.

Meeting adjourned at 10:45 am.

Next meeting: December 19, 9 am, at the Folger Home.

Meeting minutes submitted by Lynn Miller, HAL Secretary