



MINUTES

Dublin Historical Society Board Meeting

February 9, 2021

Meeting conducted using Google Meet

Attendees: Keyburn Grady (first 30 minutes), Melinda Hardman, Tom Holton, Amy Kramb, Marlen Mathias, Clayton Rose, Nick Vesha, and Lisa Wilson (Absent – Kevin Simmons)

- I. **Call to Order** – Tom Holton
- II. **Meeting Minutes** – Amy Kramb
 - a. Vote to approve of meeting minutes from January 12, 2021 – Marlen moved. Clayton seconded. Approved.
 - b. Will vote on Jan 26, 2021 minutes at the March meeting.
- III. **New Trustee** – Clayton Rose and Keyburn Grady
 - a. Introduction of Ric Thorton – Dublin High School Class on 1972, retiring soon
 - b. Prior to our March 9 meeting, Clayton and Tom to discuss with Ric his availability.
- IV. **Intern** – Keyburn Grady
 - a. 2018 Coffman Grad, Briana Lender, an OU student minoring in social media, PR, branding will be interning with Dublin City Schools May 10th to August (2nd Week)
 - b. The intern will split her 20-hour weeks between Dublin City Schools, the Dublin Historical Society and the Nick Rozanski Foundation.
 - c. Keyburn envisions an initial meet and greet to discuss the goals and missions of the Society with the intern, and what we want and have to share on social media.
 - d. Any board members with ideas please submit them to Amy Kramb.
- V. **Treasurer's Report** – Clayton Rose
 - a. Vote to approve treasurer's report (see attached)
 - i. Amy motioned. Marlen seconded. Approved.
 - b. Clayton looking into Venmo as a possible online option for our website.
 - c. Still waiting on bank signatory cards for the bank account.
 - d. Clay submitted our Secretary of State re-instatement paperwork this week.
 - e. Vote to appoint a Statutory Agent. Clay moved. Marlen seconded. Approved.
 - i. Nick Vesha will be the statutory agent.
 - ii. Nick will file the change/appointment paperwork with the Sec. of State.
- VI. **Updates from the President** – Tom Holton
 - a. Cabin Relocation – on City Council's 2/22/2021 meeting agenda
 - b. Tour Headsets – will do a test with volunteers when weather improves

- c. Veteran's Project – Tom received no feedback from Jeff Noble
- d. Reminder that the first open house is in May 2nd, and the Leadership Dublin walking tour is May 15th. Clayton volunteered to assist Tom with the tour.
- e. Potential intern – we have a history graduate looking for summer project and Tom will meet with her in the coming days to discuss a program/vision for the Coffman barn.

VII. **Updates from Vice President** – Amy Kramb

- a. Architecture Review Board updates
 - i. City council continues to support the City working on a virtual tour for historic Dublin.
 - ii. The ARB approved a new built at 185 S. Riverview.
 - iii. The ARB saw informal reviews for additions to 40 N. High and 87 S. High. The ARB discouraged the applications as presented. At this time, it is unclear if the applicants will proceed with revised plans.
- b. Society Newsletter
 - i. First issue was emailed to our contact list and seems well received.
 - ii. Planning on producing a second issue for distribution in May.
 - iii. Board members should send article/topic ideas and info to Marlen.
- c. Society Website
 - i. When Clay gets the bank card, he will transfer the website account to the Society.
 - ii. For now, Amy is updating the website periodically. If you have ideas for the website which the intern may work on this summer, please let Amy know. For example, we will work towards getting electronic donations available through the website.
- d. Society emails – all members should now have a society email address and access to the Google shared drive.

VIII. **Committee Updates**

- a. Bylaws Committee – Amy Kramb
 - i. Nick and Melinda to review the existing bylaws and email Amy with comments and suggestions on how the committee should proceed.
 - ii. New bylaws will need completed and approved by the board by the beginning of November for approval at the annual membership meeting in December.
- b. Collections Committee – Melinda Hardman (no updates at this time)
- c. Nomination Committee – Clayton Rose

- i. Ric Thorton is a potential new trustee for later this year.
 - ii. Mrs. Rose willing to transcribe meeting minutes from a recording. Amy to look into recording meetings through GoogleMeet or other application.
 - d. Coffman Homestead Committee – Marlen Mathias
 - i. Had a tour with Nick, Tom, Marlen to kick off the committee
 - ii. Re-visit bollards (need, type) after the first open house
 - iii. Tom to update Marlen and Kevin on needed tasks to prep for the first open house. There will be no IGS cleaning support in 2021 due to Covid restrictions.
 - iv. Nick suggested using cardboard cut-out (historical images) for photo-opts at the Coffman House.

IX. **Christmas at the Coffman House Discussion** – Tom Holton

- a. The City Tree Lighting December 2
- b. Pros and Cons of Coffman Christmas – Gayle Holton
 - i. Would have to check with Garden Club to see if they'd be okay with having the open house only one night
 - ii. Must consider if the Coffman Christmas is a fundraising event or just an open house. If it is a fundraising, then the Society need a donations committee to start within the next few months, needs a refreshments committee, needs a marketing and PR committee, needs an activities/entertainment committee, needs a volunteer committee, and needs to consider outside decorating and the sleigh decorating.
 - iii. Tom to send Board members the “after action report” from the last Coffman Christmas to help inform a decision.
 - iv. The Society needs to inform the Garden Club of a decision by June.
 - v. Continued discussion/thoughts at the March 9 meeting.

X. **Adjourn Meeting**

