



AGENDA

Dublin Historical Society Board Meeting

Tues. January 26, 2021 at 6:30 pm

Meeting conducted using Google Meet

Attendees: Keyburn Grady, Melinda Hardman, Tom Holton, Amy Kramb, Marlen Mathias, Clayton Rose, Kevin Simmons, Nick Vesha, and Lisa Wilson

- I. Call to Order – Tom Holton
- II. Cabin rebuild – Tom Holton
 - a. All board members agreed that Ferris-Wright is preferred over Thaddeus park
 - b. Tom Holton will make Matt Earman, City Parks contact, aware of our preference
- III. Beyond 2021: See attached notes from this roundtable discussion
- IV. Committees – Tom Holton & Amy Kramb
 - a. Nominating Committee
 - i. Chaired by Clayton Rose, assisted by Keyburn Grady
 - ii. Responsible for identifying someone to cover the role as Secretary or perhaps as a communications/social media coordinator for 2021
 - iii. Responsible for identifying someone to fill the open trustee position for 2021.
 - iv. Responsible for identifying officer candidates and trustee candidates for 2022.
 - b. Collections Committee
 - i. Chaired by Melinda Hardman, assisted by Nick Vesha and Jane Fox
 - ii. Responsible for implementing our new collections policies
 - iii. Responsible for identifying our collection needs and priorities
 - c. Coffman House Committee
 - i. Chaired by Marlen Mathias, assisted by Tom Holton and Kevin Simmons
 - ii. Responsible for implementing necessary upgrades and preservation needs such as:
 1. Mannequins for better costume display
 2. Better display for the band instruments; they have been sitting on cardboard boxes covered by a bedsheet for at least 15 years.
 3. Light-protecting shades
 4. New window curtains
 - iii. Responsible for coordinating volunteers and implementing the summer open houses
 - d. By-Laws Committee
 - i. Chaired by Amy Kramb, assisted by Nick Vesha and Melinda Hardman
 - ii. Responsible for drafting new by-laws for presentation and discussion with the full board
 - e. Communications Committee

- i. Members to be determined – for now, Amy Kramb will work with Keyburn Grady and Kevin Simmons
 - ii. Goal is to increase awareness of the Society through social media, perhaps using interns
- V. Communications
 - a. Website
 - i. Clayton Rose has all necessary information to make the transfer of the account from Gayle Holton Designs to the Society. The transfer should be complete next week.
 - b. Phone
 - i. The Society now has a cell phone in the Society's billing. For now, Tom Holton will manage the phone and delegate tasks as requests are received.
 - c. Newsletter
 - i. Marlen Mathias completed the draft text and all board members have had a chance to comment. Marlen will send the completed newsletter to Amy Kramb for electronic distribution to our Society contacts.
 - d. Email
 - i. Amy Kramb will work with Kathy Lannan to re-activate the Society email accounts for Marlen Mathias and Clayton Rose, and to create new Society email accounts for Kevin Simmons and Keyburn Grady.
 - ii. Amy Kramb will work with Kathy Lannan to ensure that Tom Holton and Clayton Rose have access to the Society's info@dublinohiohistory account and the administrator pages of the Google shared drive.
 - e. Membership Rooster
 - i. All membership contact information, email addresses are entered as Google Contacts and accessible to Board Officers via the administrator login of our Google Suite.
 - ii. There is also a master excel spreadsheet of all contacts available to all board members on the Google Shared Drive.
- VI. Coffman Christmas Open House – Tom Holton
 - a. At our February 9th meeting we will discuss the pros and cons of having the Coffman Open House, please bring your thoughts/ideas on this and/or other fundraising options for 2020.
 - b. The Muirfield Garden Club is interested to decorate the house if we want to have the event. The City tree lighting is Thursday December 2nd (Alison Leroy).
- VII. Adjourn Meeting

KEY POINTS FROM THE “BEYOND 2021” ROUNDTABLE DISCUSSION

Melinda

Long-term strategic plan

Relationship with city; they feel we are worthy

Longer-term goals; actions to achieve

A weakness is our financial stability

- Sources of income

- Endowment

- Corporate sponsorships

Consider asking city employee to help with administrative matters

Clay

Agree with many things Melinda mentioned

Important to maintain relationship with city

Need to educate the community

- So they are aware of us (the society)

- Make more people aware of us

Keyburn

More exposure

More branding

A campaign to spread the word about the Society

- That we have a place to house your things that mean something about Dublin's history

- You don't have to donate them to Goodwill

- Reassure them we (Society) won't throw things away

Marlen

Need to have a plan

The next board needs to know the plan once we (current board) are gone (terms expire)

Have a rotating exhibit for public to view

- Could be at library

Rack card with fun history questions that drive the public to the web site. These could be at the library, the Chamber of Commerce, the Visitors Center and other places. (We have a mock-up of this based on Marlen's idea.)

Have a regular event with the city like the Christmas program (Christmas at Coffman house).

Nick

Similar financial issues that have been raised

Branding issues that have been raised

He held up notecards saying he is not sure where these came from but he would like these in his office to (hand out? Sell?). And he asked what do we give new members? *Tom's note: the notecards are in our basement. There are estimated 200 sets of cards with 12 cards, each with a different photo, in each box. We boxed these by hand about 10 years ago.*

What does membership include?

Newsletter should be included with a welcome for new homebuyers
The number 1 item is to be able to accept money online.

Kevin

Be able to accept money on the web site

 Venmo account

Supports Keyburn's point about branding, having a display case

Improvements on web site (Tom: my notes are incomplete here)

TV channels at hotels could have historical society information

 (Tom's question: do the City and Convention and Visitor's Bureau run info in hotels on
TV and if they do, can we tap into that?)

Lisa

Youth education: Parks and Rec department

Amy

Make information available to the public