



Dublin Historical Society Board Meeting Minutes
Date: March 12th., 2024
Time and Place: 6:30 p.m. DHS Museum

Attendees: Board Members- Mike Jewell (President), Katie Guehl (Vice President/Secretary), Clay Rose (Treasurer) Perry Orange (Trustee), Virgil Mathias (Trustee), Kevin Simmons (Trustee), Nick Vesha (Trustee), Tom Holton (former President), Amy Kramb (former Trustee), Lisa Wilson-Schoning (City Liaison), Karen Gilmor, trustee, John Leppert, trustee, Carl Karrer (member), Marlen Mathias (member) Leadership Dublin Representatives- Michael Blake (Dublin City Schools), [Adrienne Pietropaolo](#) (IGS), Brian Phillips (Honda), [Amanda Starkey](#) (Riverside Bank), Bassem Bitar (City of Dublin)

I. Call to Order –

II. Meeting Minutes

A. Vote to approve of meeting minutes from: February, Clay motions, Perry seconds. Passed.

III. Leadership Dublin Representatives report work that has been accomplished so far/recommendations to the board/work still to be done:

- a. Michael Blake-[Display Committee Initial Concepts](#)-large room multipurpose for rent, lockable, staying rather clean in design,, white board needed, thinking about mostly 2-D media, front two rooms, supervision of museum space is a conversation. Starting on the walls and then working to gain cases for artifacts as space develops. Front two rooms will be Dublin rooms using timeline panels, reception desk, alcoves on side of fireplace for cases, upstairs rotating display in large bedroom. Room could be roped off. All rooms have track lighting except for two upstairs bedrooms. Some interest in moving the archives to the upstairs locked space. Upper kitchen room idea to become a children's space. A few children's activities could be added to the room easily. Hope to put some hands-on activities in the room. An old time backdrop and mirror would be fun in the space. Budget and supervision are large questions.
- b. Brian Phillips -Building Needs Committee-[Inventory Complete](#) [Building Needs Report](#)
Fire marshall will come back in 6 months.
- c. Bassem Bitar- Sales Committee- smaller committee. Cross advertising Visit Dublin "Everything Dublin" store. Amy Kramb modeled some of the clothing merchandise. Later in the summer "Visit Dublin" will want to display some merchandise. Chamber advertising us and adding us to their membership as a museum. We can buy advertising space in it. "Visit Dublin" has an annual brochure with all of the businesses. Visit Dublin sent us a donation as well. Conversations have begun with the arts council as well. Mike worked with Abby Theater for volunteers, Key Clubs from the High Schools also want to support us. Out of town groups-Bassem reached out to local historical societies-typical practices at other societies are people look for docents from the societies rather than societies looking for docents. How to keep track of visitors to the museum: Amy McCoullough looking into tech options. Most museums keep a book. Survey with hotel questions needed. Old fashioned log book needed. World Map with pins would be fun. A doorway sensor is at Westerville museum. Worthington Orange Johnson House uses Fairharbor app. collects donations and has a survey. Local history books are top sellers, artwork on consignment, magnets. Amy McCoullough reaching out to local businesses. City signs to orient people down from the bridge came up. QR codes in front of our museum /we could also have HDBA signs. Fairy Door Stop needed. Need to be added to "Visit Dublin" app. Photo Booth days at the museum would be fun. Karen spoke of including not only the pump but also a display on the commerce of Dublin. Dublin is very diverse, so perhaps adding a display about the commerce that has come in to shape Dublin would be powerful. Mike is working on creating a 3-5 year plan as Karen has suggested. Rotating displays based on

some of the local companies is needed. Even the history of bridgepark. Including the memorial tournament history also came up.

- d. [Adrienne Pietropaolo](#)-Advertising Committee: small group-sponsorships-with tiers. Please communicate this with the committee if you are working on a corporate/business sponsor. . We are a 501c, so a donation letter from us is needed which Virgil and Karen are developing. Mike Reibel (Washing Township Fire) is putting us in touch with someone from the city to evaluate room capacity of the museum and rental space. Research outside of Dublin space was great, but the library is free and the Chamber is very inexpensive. Food from pre approved vendors only at the Chamber. Chamber has: 2 meeting spaces of 10 one of 36. Parade route bathroom use could be used for fundraisers on 5K and parade days. Joining DHS could offer a discount for our space. Highlighting your business for a display for a donation could be offered. Nick and Adrienne are working on the rental agreement for the multipurpose room. What exactly will be offered is needed before we rent out. If we rent out, will someone be available to help set up? Software needed for appointments (Chamber and Finn and Roe) have good models. Dinner and grand opening are not planned yet and more members are needed. "Dublin News Now" email for when the rental space is ready. Advertising in the Healthy Dublin Brochure as well. Hours and events can be listed. Rental space advertising as the Talles at the Rec Center came up.
- e. Tourism Committee Amanda Starkey: Grant writing company who may want to help us. Ghost Tour contact needed.
- f. Leadership Dublin representatives excused.

IV. Acting Treasurer's Report

A. Vote to approve treasurer's report: Jan-March. Expenses are MJ Marketing, insurance bill. Rent is due in the middle of May. Deposit waived. Discussion on how we have until the year's end to spend the bed tax funds. Katie motions to approve treasurer's report., Perry seconds. Approved.

V. Updates on activities

A. Museum lock and keys: the coded lock took a lot of effort to set and isn't as easy to use as we hoped. The factory reset button had to be used and it still was difficult. It is working and currently set. Key decisions need to be finalized as to who will have access.

B. Thermostat, WiFi, and table wheels? Lock box on thermostat needed. Booklet for thermostat in the cabinet. A WIFI sign is needed and it is up and running. Katie suggested wheels on tables for easy moving.

C. Museum mission statement (follow up from Virgil's 7/12/22 document), archives location decisions, grant writing timeline to keep museum open- board to meet in late March to follow up. This corresponds with Karen's idea on the 3-5 year plan. Katie needs to put it in the drive in the "planning documents, perhaps under board documents. Amy has placed it all there.

D. Davis Cabin fireplace and mice: Amy recommends an electronic box for mice removal. Katie and John will work on the mice problem in the springhouse.

E. Skin Solutions donations and space exchange arrangement: one year agreement free use of the meeting space. After/on March 1, 2025 payment will need to be made for the space.

F. Leadership Dublin "check-in" 3:00 PM Wednesday, March 27th keeping photos and slideshow of progress

G. Google training meeting date proposed: April 8th 3:30-4:30. Google training bring your device. Needed items: email, the drive, using different profiles, interactive lab style meeting.

H. Grants Upcoming: America 250 March 15th, 2024, [2024 OHRAB Regrant Application Packet](#) Mar 31, 2024 [Other Grant Opportunities](#) Dublin Foundation

VI. Social Media (update)

- A. FaceBook (Kevin) the original Facebook account is open photos have been sent to him.

- B. 'X' (Katie)-we have the login information to continue posting.
- C. Instagram

VII. Website (Amy)

- A. Planned 'Go live Tuesday (3/12/24)
- B. All forms updated and additional forms added-do we want to give access to Dublin materials with a donation. We can lock the tab to the information if we do work, we can ask for a donation. Decisions would have to be made about what is free and what is provided with a donation. We need to research this so that we do not violate archival policies. The city is the biggest customer with requests. Perks of membership need more discussion.
- C. All completed forms (volunteers, membership) will go to:
info@dublinohiohistory.org
- D. eCommerce now available for memberships and donations: Square does work on the website for donations.

VIII.. Membership/Corporate Donations

- A. Virgil (year to date results - new members)
- B. Virgil/Karen 'Master Plan'
- C. 'Oakland Nursery' (John Reiner) donation to support front landscaping (Mike)
- D. [Shamrock Family Eye Care](#) Dr. Bryan Delmore, OD-Katie is requesting donation to cover flooring costs and ramp costs for ADA compliance
- E. Morgan House-Katie will be contacting Travis Heinlen to ask for other specific donations in exchange for advertising space as their shop has a historical part in Dublin.
- F. **Item for April: Cap Clegg** <cap@columbusfinancialconcepts.com> wants information on our capital campaign Phone: [614-791-1599](tel:614-791-1599)
- G. Virgil will send Katie documents, Katie will email the documents to the group. Approval by Monday,

IX. Dublin Chamber 'Dublin Off the Clock After Hours Networking' event 11/19 from 4 p.m. to 6 p.m. at the museum location

- A. (Mike) co-host with 'Vernacular'
- B. Dublin Chamber waived the \$250 deposit
- C. Great exposure with local businesses and the community

X.. Tours/Presentations

- A. Wow! Many requests coming in/different types of tours we can offer-Katie to work on Scottish Corners upcoming April tour needs and date
- B. Master list on Google shared Drive ('2024 Tours/Events/Presentations')
- C. Review email from Mike (dates, coverage, more details on some events to come)

XI. Signage/Railing Application w/City Planning and ARB

- A. (Mike) update - complete and waiting on our April 24th ARB Hearing

XII. Communications

- A. Reminder about only using your @dublinohiohistory.org email for all external Society business and correspondence
- B. All marketing/membership standard forms, letters, brochures and pamphlets, representing the Society must be approved by the Board before they go into circulation. More discussion needed on how to get these items "officially approved."

XIII. Collections Committee (Katie)

- a. **Tuller clock: tabled until April**
- b. Katie to ask [Tom Holton](#) to help train new volunteer for the archive space

XIV. Architectural Review Board (Mike)

XV.. Other Issues

- a. Venmo is paused as we cannot access the funds as they are tied to the cell phone that we got rid of. Clay is working on this.
- c. April 25th 5:00 PM groundbreaking for new elementary school. DCS will be displaying Jerome?

- d. Parking behind DVT and a gate? Stepping stones across back yard to increase parking suggested. We are a one way street to our south. Amy is working on a parking map plan which we will need to add to our website. We want to be good stewards to our fellow business persons. House numbers (larger) on front and back are needed.
- e. A staff member would be essential if we are going to stay open.
- f. Katie to reach out to ROTO.

XII. Adjournment: 8:48 PM

XIII. Next meeting: 4:00-6:00 Google Training 4:00-4:45 Google, 5:00-6:30 Board Meeting