



Dublin Historical Society Board Meeting Minutes

Date: May 16th, 2024

Time and Place: 35 S. High Street, Dublin OH

Attendees: Board Members- Mike Jewell (President), Katie Guehl (Vice President), Clay Rose (Treasurer), Linda Zack (Secretary) Nicholas Vesha (Trustee), Karen Gilmor (Trustee), Perry Orange (Trustee), Virgil Mathias (Trustee), Kevin Simmons (Trustee) Tom Holton (former President) and Amy Kramb (former President and Trustee)

I. Call to Order -

II. Meeting Minutes

- a. Vote to approve of meeting minutes from:

III. Acting Treasurer's Report

- a. [Vote to approve](#) treasurer's [report](#)

IV. Update on Corporate and Small Business Contributions/Donations (Virgil and Karen)

- a. Help on identified Projects (share list)
- b. Update on reaching out to the HDBA (Virgil)
- c.

V. Membership (Mike)

- a. Individual and Family Membership update
- b. 'Dublin Market' event May 18th.
 - i. Rotaract support
 - ii. DHS support (Linda and Tom have volunteered)
 - iii. Does everyone have brochures? If not, please reach out to Mike. We need to be reaching out to family, friends and neighbors
 - iv. Mailings to our 97 previous members (update)

IV. Updates on activities

- a. [Davis Cabin Fireplace](#), flooring and successful May 7th/8th Davis Cabin Field Trip
- B. Multi-purpose room [rental agreement](#) and [rates discussion](#)/decision vote and proposed start date for rental
- C. Donation from Shamrock Family Eye Care: thank you letters sent
- D. Museum Mission statement
- E. Updated Business Cards officers-Karen
- F. Ribbon Cutting: Who should be involved? Former President and any original Trustees. contact Catherine Loveland
- G. Annual Meeting November Ideas
- H. LEADublin request for table at educator resource fair-set up at 6:45 AM at Jerome High School 7:30-4:00 (I recommend 7:30-1:00)
- I. Library collaboration Saturday, Nov. 2 and Saturday the 9th History Hike

J. Play on the Plaza

K. Library "Tell Us Your Story" [Interviewee List](#)

L. [Newsletter approval](#)

M. Anyone have an old phone?

N. Eric Rood

O. [Light bulb monies approval](#)

P. [Grant Writing 2024/2025 helpers?](#)

Q. School Tour thoughts-Wright wants fall (Oct. or first week in Nov), Bailey wants spring (April 11th). Both have already made a request for 2024/25 school year. Charging \$2.00 per child suggested.

V. . Discussion on Museum Hours

- a. City is looking to help us with volunteers and/or Docents
 - i. Need to confirm initial hours
 1. Proposal: Friday 11:00 a.m. to 5 or 6 p.m., Saturday 11:00 a.m. to 4 p.m., Sunday 1:00 p.m. to 4:00 p.m.
 2. If we don't have the staff we will need to lean on the officers and trustees to help with coverage. Start looking for volunteers.

VI. Collections Committee (Katie)

- a. Accession of the ['Isaac Newton Walter' picture](#)
- b. See hx. and story
- c. Great story about the rowdy times of Dublin in the mid 1800's
- d. Acquisition vs. Accession, knowing the difference
- e. Acquisition: Items obtained by the museum but need to be recorded.
 1. Are we current? What's the process?
- f. Accession: The museum formally adds an item to its collection to be held in public trust and administered through the collection management policy
 1. Are we current? What's the process?
- g. Need a more efficient and/or fluent process (2D vs. 3D)
 1. We are leaning on Kathy Lannan, former Board member living in SC, to help with the accession number assessment process for eHive. Why can't we do that ourselves? Two college students want to help this summer who are gaining their degrees in archival work/history. How can we utilize them?
- h. Renewal of a loan agreement of pictures
 1. Rolls Realty (Michaela Grandey)-board approval of loan agreement (
 2. Tom letter of agreement May 16th 2022
 3. Are we OK extending?
 4. Formal Loan Agreement form instead of the form letter and is that OK?
 5. The vendor in the past provided a \$300 donation and was that per year on upon the initial donation. Not stated in the initial loan agreement letter.
 6. How do we monitor these loans in the future or no loans until we have a solid process in place.

VI Museum VIP event

- a. Need to get information to Linda, Deadline is August 16th with very limited exceptions
- b. Need to get this headcount to Virgil for catering
 - c. Need VIP name, email address, business and their titles
 - d. Expecting 100+ and will be an expected significant fund raiser for us! (Donations at the door)

VI. Architectural Review Board (Mike)

VII. Other Issues

- a. Print media ownership: panels, business cards, etc. need to be in drive

VIII. Additional Trustee assignments (pre-opening)

- a. Need with additional assignments
- b. Need to help spread the workload
- c. Have an idea then we need you to help manage
- d.

IX

X.

XI.

XII. Adjournment

XIII. Next meeting: