Dublin Historical Society Board Meeting Minutes
Date: January 9, 2024
Time and Place: Dublin Justice Center

Attendees: Board Members - Mike Jewell (President), Nicholas Vesha (Vice President), Clay Rose (Treasurer) Katie Guehl (secretary) Perry Orange (Trustee), Virgil Mathias (Trustee), Tom Holton (former President), Lisa Wilson-Schoning (City Liaison), Amy Kramb, former trustee/city liaison, Kevin Simmons, trustee

Attendees for 8:20 Board session: Mike Jewell (President), Clay Rose (Treasurer) Katie Guehl (secretary) Perry Orange (Trustee), Virgil Mathias (Trustee), Tom Holton (former President), Karen Gilmor, guest, John Leppert, member

6:30-8:15 Subcommittee Presentation and Meet and Greet

- Allow time for introductions
- Present about Subcommittee Leaders and tasks
- Divide into subcommittee groups and allow for conversation and contact information exchange
- Adjournment of Volunteer Meeting

Board Meeting Minutes

I. Call to Order 8:20 PM
II. Meeting Minutes:
    a. Vote to approve of meeting minutes from: November: approved

III. Acting Treasurer's Report

    a. Vote to approve treasurer's report:
    b. Reimburse Virgil for stamp contributions from Dublin History Day Event: owed $77.97 Virgil's Stamp Receipt
    c. Performance Columbus Monies coming soon
    d. Crawford Hoying money in the bank

IV. 2024 Operating Budget:

    a. Rent payment can be reimbursed through City
    b. Separate utilities for 35 S. High and 39 S. High

V. Membership

a. What qualifies someone to become a ‘Life Member’

b.We have several on our membership list-discussion of a membership drive renewal for current members

c.Virgil updates-Karen Gilmor brought in to help with fundraising efforts and making connections with local businesses and community members/organizations

d.Mailing (first round $125) second round out to newsletter recipients coming soon

e. Thank you’s for donors and sponsors are being worked on

f. Virgil needs contact information for new volunteers

g. Goal is 100 or more new members

h. Hilliard has a good model

i. Karen proposes working with Virgil to organized businesses into categories and doing personal visits

j.Katie is working with school students to research Historic Dublin Businesses and see about getting donors

k.We need a renewal drive in 2024

- Programing 2024
    - Historic District Tour Dates (Clay) DORA Tours May 3, May 31, July12, Sept. 9, Sept. 6
    - Coffman House Tour Dates (Tom) May 5, June 2, July 14, Aug. 11 (Sept. 8?)
- Official Museum Opening Date and Events
    - August 18th VIP Event (5:30pm to 8:00pm) (Friday)? Also 50th Anniversary Date
        - Serve heavy Hors D’oeuvres? (Cameron Mitchell-Virgil)
        - Invites? (City Council and City Manager) (City Organizations - Dublin Arts Council, Visit Dublin, HDBA) Others? Key Members?
    - October 19th General Public (OSU bye week) Times?
- Social Media and Website (update)
    - Contracted Services with MJ2: submitted a report to us-we will review in the future
    - An old website still exists and it is on autopay renewed in June of 2023 yearly renewal. Possibly Leona Jones auto renewal. They gave us a good review and we have good followers. We need to work on our Facebook presence.

- Museum Updates
    - Lease
    - Signage: in process Fast Signs
    - Railing needs to be put in
    - Utilities
    - WiFi
    - Insurance: is being investigated
    - Building updates: Building is being painted. Carpet to be determined

    - Front of building access for museum (back for ADA)
    - Ramp needed/ADA Grant
    - Security System-TBD
    - Possession date (March 1st but occupancy after March 15th)
    - Our co-inhabitants in 39 N. High are Vernacular - locations in Grandview, German Village, Worthington (Owners Kristopher and Chelsea Konieczo)
    - Scanner-age and compatibility
    - Keys to 35 S. High
    - ROTO Museum Design Company at this point not volunteering. They were asking what kind of budget we have.
- Google Drive
    - All key documents need to be located here, and updated, moving forward
    - Please don't keep any critical DHS documents on your personal computers
    - Please label the drive clearly, and appropriately, and assign the appropriate individuals for access
    - Tom Holton has lots of photos that need to be moved. Ashleigh and Tom are working to transfer things. OCLC or MJ2 could be used for support. Bare bones metadata could be done. OCLC possible donor. Mike needs to follow up.
- Collections Committee (Katie)
    - EBT in Hilliard for last items?
    - Mary Karrer collection
    - Geese family donations
    - Reformatting donation forms: Google Form Potential Donation Form Google Form Deed of Gift
    - Furniture Purchases and Possible Accessions
- Architectural Review Board (Mike): Mike working on railing,

  landscaping has to be approved
- Open Discussion: Jim Thompson may be willing donate the Native People artifacts. Tom will contact Jim about what he has.
- Adjournment: 9:10
- Next meetings: February 13th Virtual Meeting @ 6:30 p.m. - (link to be sent out) and meet with the subcommittees in February.

  March 12th Meeting at 35 S. High

Dublin Historical Society Board Meeting Agenda
Date: 2-13-2024
Time and Place: Virtual Google Meeting

Attendees: Board Members- Mike Jewell (President), Nicholas Vesha (Vice President), Clay Rose (Treasurer) Katie Guehl (secretary) Perry Orange (Trustee), Tom Holton (former President), Amy Kramb (former Trustee), John Leppert, member, Karen Gilmor, guest.

I. Call to Order –

II. Meeting Minutes

a. Vote to approve of meeting minutes from: 1-9-2024: Approved.

III. Treasurer's Report

a. Vote to approve treasurer's report: Katie and Mike (insurance bill?) need to reconcile grant spending with the current report.

B. receipt from Performance Columbus Deposit

IV. Trustee Nominations

a. Karen Gillmor: Clay motioned, Perry seconded. Approved.

b. John Leppert: Mike motioned, Katie seconded. Approved.

V. Updates on activities

a. Museum Topics

1. Skin Solutions furniture situation: we may get donations when they move out.
2. current cleaning company and rate for 35 S. High: asked current tenant for information
3. Recording visitors will be important to secure our value
4. Budget-needs vs. wants list being created
5. Talking with Vernacular about the "Round-Up" App.-Mike and Katie
6. Bathroom install-John and Katie and others who want to help
7. Carpet-decision needs to be made
8. Cleaning-we will be looking for volunteers via high school clubs, churches, boy or girl scouts, etc. A cleaning "to do" list will need to be created.
9. Volunteer staffing-a schedule, training, and possible hours of operation need to be determined.
10.. Signage: John and Mike application for master sign-submitted. John can do

post-hole digging. Anticipate about $2,000 for cost. Easement and

right-of-way information still needs finalized from the city/ measurements from the city to finalize placement.

11.Outside step railings are designed and submitted and sign are a bundled package to pass through ARB.

12, Utilities: Internet installed-Spectrum. Mar 1, 2024. Columbia Gas and AEP metered separate and ready for Mar 1, 2024.

13. Fire Marshall to inspect March 1 to give us guidelines. Katie will ask the landlord to make sure fire safety concerns are remedied by the landlord.

VII. Collections Committee (Katie)

a. Review current collection policies/assigning numbers/database access: assets versus archives via donation. We have no inventory currently for equipment other than the Square. We need to create a record keeping document for assets versus items acquired for accession into the archives. Tom will train Katie and Ashleigh in the use of EHive (our database for accessed items).
b. Supplies outside of current grant spending $159.35 to help match grant funds. This money was spent before our grant monies came through.
c. Upcoming March OHRAB ReGrant: regrant possible due end of March. Great way to obtain archival supplies again and needs for the museum such as fire proofing items, vacuum cleaner.
d. Possible Tuller family clock accession: tabled the clock accession. Thinking about the purpose of our acquisitions and their relevance to Dublin or a museum display are current talking points and decisions to be made by the museum display subcommittee.

VIII. Tours and Projects

a. IGS (4/25/24) 'Social Impact Team' Lorena Gonzalez, Coffman Barn and Barn Crib clean-up and equipment reorganization) 9 a.m. to 4 p.m.
b. LEED (Summer program 11 to 14 year olds, tentative dates 7/12 or 7/19, Coffman Homestead and Park clean-up, contact: Shannon Maurer)
c. Worthington Historical Society (4/26/24 Kate LaLonde, tentative) Cemetery (they will manage) and then Coffman Homestead. Estimated attendance 20 to 22 people
d. Historic Dublin Walking Tours (5/3/24, Joel Esala, Sarah Esala)
e. City of Dublin Tour of the Coffman Homestead - 4/19/2024. Request from Sarah Esala for City summer volunteer training for 'Ferris-Wright' Park. Tom, Perry, Carol and Marlen have agreed to provide tours. Estimate between 10 to 15 people from 9:30 a.m. to 11:00 a.m.. Sarah to confirm by late March.
f. New Drive in Google for tracking all participants for tours/programs (need to keep updated for Grant statistics) '2024 Tours/Events/Presentations'
g. New volunteer for summer -Reese McIntyre OSU student 614-202-7573
h. Looking for grant writing support:: have anyone who is interested contact Katie

IX. Ohio Local History Alliance (Region 6): late September all events are promoted for Events all around the state. They paid for printing in

Promotional materials. Mike joined with personal funds.

a. Regional representative Kate LaLonde
b. One year membership (collaboration/networking with regional museum leadership)

X. Marketing/Membership Communications

a. Printed communication (i.e. letters, flyers, brochures, etc.)
    1. Review/feedback/approval of membership flier (created by Virgil and Gayle, currently in circulation) - see attachment. Flier needs voted on in our next meeting. **All external marketing flyers or all written form letters need to be approved by the board before going into circulation.**

b. Email communication (external)- Making sure we use our dublinohiohistory.org email address is also important. Amy discussed setting up email accounts for John Leppert and Karen Gillmor.

c. Social media and communications-Amy discussed the need for "template letters" going forward on historical society letterhead. Conversation around making sure we are making documents and putting them in the historical society drive moving forward will be important. Folders can be made open to the board and then documents you create in them would be accessible to board members. Training is needed in this area. A training day should be established for March or April.

XI. Social Media/Website Development

a. Ongoing work with MJ2 (website development contract) cleaning up/finishing up intern work from 2 years ago. We have to give MJ2 the content. Mike is asking the board about $1500 to get our website cleaned up.

a. All Administrator information, log-ins and passwords (Tracked in Google Drive called 'Social Media and Website Information'

b. No resolution on old website: dublinohiohistoricalsociety.org
    1. Created on 6/12/2001 (still active, being paid by someone)
    2. Talked to Leona Jones and son Scott - not aware who created it, recommended we review old meeting minutes? Contact Society President? : There are binders in the Coffman House with past minutes. We need to solve the auto-renewal mystery. Mike will continue to investigate.

c. Facebook (still working with Gayle and MJ2 to secure Adm rights, Kevin Simmons has

agreed to be the Administrator once we have secured access.

d. 'X' is secured and Katie has agreed to be the Adm.

e. Instagram Adm. TBD

XII. 'Strategic Plan': This needs to be updated/developed for our current goals.

A 3 and 5 year plan are on Mike's list. Several plans developed between

1984 and 1988.

a. Leadership Dublin (recommendations 2018) was supposed to be towards goals but wasn't accomplished.

XIII. Policy and Procedures for the Dubin Historical Society

a. Do they exist? Bylaws updated in 2022. Procedural rules and regulations need to be written/created. Mike is going to work on this. Karen suggests that we gather resource individuals who could help us with gaining new support. Karen will set up a meeting with Amy and Katie to work on new

resources. Working with neighboring societies will help in this development.

b. By-Laws last reviewed on 2021

XIV. Architectural Review Board (Mike) -this was not addressed due to time.

XV. Other Issues

a. Newsletter discussion/approval for next newsletter-needs addressed in March.
b. Social Media point person-we are still looking for a resource person here
c. Nick Vesha stepped down as acting vice president. Katie Guehl nominated as Vice President by Mike Jewell. Perry seconded. Nick will remain a trustee.

XVI. Adjournment: 8:07pm

XVII. Next meeting: Tuesday March 12th, 2024 at 6:00 PM at 35 S. High Street (museum)

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
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

Dublin Historical Society Board Meeting Minutes
Date: Tuesday, April 8th, 2024
Time and Place: 35 S. High Street

Attendees: Board Members- Mike Jewell (President), Nicholas Vesha (Vice President), Clay Rose (Treasurer) Katie Guehl (secretary) Perry Orange (Trustee), Virgil Mathias (Trustee), Kevin Simmons (Trustee) Tom Holton (former President), Amy Kramb (former Trustee), Lisa Wilson-Schoning (City Liaison)

I. Call to Order –

II. Meeting Minutes

a. Vote to approve of meeting minutes from March

III. Acting Treasurer's Report

a. Vote to approve treasurer's report

b. Introduce special guests

IV. Updates on activities

a. Introduce Carolyn Karrer/Carl Karrer and Marla Eger Underwood who will tell us about the history of 35 S. High

B.discussion of Karrer family artwork

C.representative from the Dublin Community Band/Dublin Coronet Band Kevin Wallick - notes from meeting (March 26th) with director Patrick Herak

D. Becky Schisler Dublin Ghost Tours

E. Perry Orange Coffman Homestead Tour (March 19th) w/Charity Counts Executive Director of the 'Association of Midwest Museums' (Fishers, IN), Annual Conference is in Columbus this year from July 31st through August 3rd) (Perry/Mike)

F. ARB Hearing April 24th. For our sign and outside step railing request (Mike)

G. Update on exterior landscaping plan (Mike) and signage

H. Tour Update(s) - Dates/Times/Volunteers (Mike)

I.Changing our Google Location/Address?

J. Reese McIntyre-intern for summer 2024-2025 working a Sat or Sun. shift, docent for Coffman House visit

K. Museum parking map, for historic district parking and being a good neighbor to the other local business. Will be posted on the website (Amy)

L. Museum trash

M.. Washington Township Fire Department - Tour (3/25/24) and visit with Andrew Peters (Historian and Fire Fighter) - discussion about museum options and possible rotation of historic items and artifacts

N.. New members spreadsheet

O. 'Dublin Life Magazine' article

P. 'American 250' City Council passed a resolution for the City of Dublin to seek 'American 250 Designation' - Kendal Blake from the City of Dublin in leading a

committee to start the planning process. I have been asked to represent the DHS and will have a seat on the 'AM 250-OH Dublin' committee. July 4th, 2026 will the the 250th anniversary.

Q. Old Website

V. Collections Committee (Katie)

VI. Architectural Review Board (Mike)

VII. Other Issues

a. Proposal to move May board meeting to 5/21/24 due to Leadership Dublin Report out 4:00-5:30
b. Grandview Heights Historical Society Event To collaborate, share, & brainstorm with fellow Historical Society Board Members on key topics during round table discussions. Please provide 6 topics your society would like to explore by April 20th. E-mail these to talexander004@gmail.com. You are welcome to bring a snack to share. Drinks will be provided, Please share this invite with your board members.
c. Room Rental Draft discussion and possible approval
d. Charging for historic photos prints
e. Mission statement of the museum and what story we want to museum to tell
f. Retired Teachers recruitment flier approval request
g. Carina Day 'Voice Actor' - future plans or needs? Audio Tours (carinadayvo.com 614-256-9953)

VIII. Field Trips: Scottish Corners, Cabin trip in May

XII. Adjournment

XIII. Next meeting: May 21st,

Dublin Historical Society Board Special Session Meeting Minutes
Date: April 4, 2024
Time and Place: 35 S. High Street

Attendees: Board Members- Mike Jewell (President), Nicholas Vesha (Vice President), Katie Guehl (secretary), Virgil Mathias (Trustee), Kevin Simmons (Trustee) Tom Holton (former President), Carol Homon (member), Gayle Holton (member), Marlen Mathias (member) Ashleigh Minor (archivist), Carl Karrer (member)

Absent: Trustees Perry Orange, John Leppert, Amy Kramb (former Trustee)

I. Call to Order – Mike Jewell Slideshow

II. Issue 1: Discussion of Policy Draft--Comfort level of display security: passed with Museum Display Committee Criteria below:

A. Paper documents/photos- behind glass or plexi, framed
B. Replica items/toys/clothing in children's area-no protection needed/can be placed on shelves/tables
C. Textiles-glass, plexi, or on dress forms
D. artifacts-glass, plexi, above reach, behind rope
E. Cameras added upstairs (Brian donating wifi extender) Ring indoor cameras $60.00 per camera (2 needed?)
F. Supervision of museum space and comfort level of safety of items
G. Everything behind glass/plexiglass
H. What we will allow/prohibit with display set up

III. Issue 2: Vote-Use of Coffman House items: passed to allow items and assets to be used in either location

A. Vote to allow or prohibit collection items and assets to be used in either location (Coffman House and or 35 S. High Museum space) tracked through the EHive System

IV. Issue 3: Vote-Where to Keep the DHS Collection

A. Option 1-None of the collection displayed/moved
B. Option 2-Move collection items back and forth from storage based on museum display ideas: passed-continue to focus on the goal of option 3

C. Option 3-Create a collection/archival room in 35 S. High and move approx. 70% (items that would be of value for possible display) of the collection to the museum

I. Discussion on Pros and Cons of each option, Consultations, and safety measures

V. Issue 4: Vote-Money for 16 folding chairs (to bring seating up to 32 can be used outdoors and indoors tan folding Resin chairs:approved

VI. Issue 5: Vote-Flooring request-remove carpet in upstairs, downstairs of old parts of the house, leave carpet in classroom: approved

J. Issue 6: Vote-Cabinet removal: approved

K. Issue 7: Vote-Possible furniture for purchase and pick up from Sauder Village ($775-875 for 5 or 6 large cases and one small) plus Uhaul location 7380 CR 23 Archbold, OH 43502 (419) 220-8004 (5 minutes from village) $139.00-(around $1,000 for cases and pick up): approved

L. Room Rental Agreement to look over between now and April 9th meeting

M. Issue 8: Vote-Light bulb replacement monies approval-Quote from Brian Phillips,Litetronics lamps #LP06560NF4D LED Dimmable lights from Myriad ($5.00 each) bulk price x 38 bulbs=$190: approved

N. Reminder-Google Training, April 8th 9:00-10:30 AM

XII. Adjournment: 8:26 PM

XIII. Next meeting: April 9th 6:00

43017

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:

Dublin Historical Society Board Meeting
Date: Tuesday, July 9, 2024
Time and Place: DHS Museum 6:00 p.m.

Attendees: Board Members- Mike Jewell (President), Katie Guehl (Vice President/Secretary), Clay Rose (Treasurer) Nick Vesha (Trustee), Perry Orange (Trustee), Virgil Mathias (Trustee), Karen Gillmor (Trustee), John Leppert (Trustee), Kevin Simmons (Trustee)

Minute notes below in red for easy reference

Call to Order

I. Meeting Minutes

a. Vote to approve of meeting minutes from: June 11th, 2024

Motion to approve by Mike, seconded by Clay - All in favor Approved

II. Treasurer's Report

a. Vote to approve treasurer's report

Balance is $47.3k as of 7-7-24; a $6,800 increase YTD. Move to approve Treasurer's report made by Virgil and seconded by John. All in favor Approved.

b. In-kind donations / Gift Card Amounts and Expenditures

Secure and retain all documentation to establish "value" of in-kind donations. Receipts or other paperwork should be notated appropriately (for easy ID) and placed in File Folder labeled "Receipts" in 2nd drawer under TV. This documentation is important for our submission to the city of Dublin Bed-Tax Grant filing.

c. Debit Card The board agreed to have Mike be the "gatekeeper" for our physical Debit Card. Please contact him directly should anyone have need for it.

III. Museum Updates

. a. Home Depot Grant They are giving both money and labor in amount of $3,700.

We were able to secure items like flag pole, cleaning supplies, kitchen warming tray, bathroom fixtures like paper towel dispenser, trashcans and vanity, Dyson vacuum, etc. Still have $2K remaining + labor.

b. Time frame update-flooring/cleaning Flooring installation starts next week (donated by Lowes). John, Mike and Katie are making good progress and invite anyone who can help to work sessions from 9-11AM on Tuesdays and Thursdays.

IV. Volunteers

a. Kevin Simmons (Thanks!)

1. Other referrals from Trustees? Both Kevin and Clay have had success recruiting volunteers.

b. Museum Staffing

1. Still looking for staffing volunteers

V. Virgil and Karen

a. Updates Karen secured a $5K anonymous donation anticipated 8-1.
b. Karen advised that the restorer has been contacted. Expense is $1,200 (which Karen offered to cover) and work could take 5-7 months since the piece is so aged.
c. IGS donation was unsuccessful. Virgil respectfully asks that anyone having donation-type conversations should keep both he and Karen in the loop to avoid inadvertent redundancy.
d. Virgil recommended we pursue Member Benefits and suggests we start with Vendors who are already active in this space with other groups..

VI. Website Updates Mike worked with MJ2 for some nice updates to the website:

Volunteers and Donations now are prominently featured with 2 distinct radio buttons

Volunteer: Now shows Job title for clarity and type of assistance most needed.

Donations: Provides credit card feature for instantaneous collection. Also provides a dedicated spot for Corporate Sponsorship to boost recognition.

Reserving a spot for tours has also been streamlined with credit card feature added.

VII. Brochure Updates Feel free to grab and distribute; updates have been made.

VIII. Baseball-themed Historic Content requested for DAC event 8-22-24 @ Darree Fields

Clay recommended reaching out to 2 members (Dave Wolf and Jim Weaver) who were on the 1963 state-runner up baseball team for Dublin to see if they could attend/speak.

IX. Road Scholar Alumni Tour to be scheduled after 9-16 (12-16 participants expected)

Upon learning of museum opening, our contact from Road Scholar requested a private tour to be arranged on 10-23 at 10:30am. Tentative plans to re-visit in Spring for Coffman tour.

X. Other Comments: Virgil is working with David and Katie at the Arts Council to have original artwork (Frog on Tortoise) displayed in Museum front yard. They will also install an Artbox at the corner of the front porch to add interest.

a. Annual Meeting / Meal decision: Discussion about hosting Holiday party at Dublin Community Church Goodwill Room. We can conveniently hold regular Officer meeting beforehand, and also offer Museum visits for any members who have not had a chance to tour yet. Meeting will be on our regularly scheduled November date (11-12) with timing TBD. Mike moved to approve; Clay seconded. All in Favor Approved.

XI. Adjournment Meeting adjourned at 7:26pm.

XII. Next meeting: August 13th. @ 6:00 p.m. Skeletal agenda is available on Google docs for any new Agenda items/updates.

Dublin Historical Society Board Meeting
Date: Tuesday, August 13, 2024
Time and Place: DHS Museum 6:00 p.m.

Attendees: Board Members- Mike Jewell (President), Katie Guehl (Vice President/Secretary), Clay Rose (Treasurer) Perry Orange (Trustee), Virgil Mathias (Trustee), Karen Gillmor (Trustee), John Leppert (Trustee), Sidney Finneran (resident), Becky Atcheson (member), Carl Karrer (member), Tom Holton (member), Gayle Holton (member), Carol Homon (member), Kari Parsons (member), Sam Freytag (Coffman HS student) (15 in attendance)

Call to Order

I. Meeting Minutes

a. Vote to approve of meeting minutes from: July 9th, 2024

II. Treasurer's Report

a. Vote to approve treasurer's report: vote approved.

B. Karen brought up on the invitation a question: can we include our tax status 501c for charitable contributions. The board discussed that information can be included on the invite.

III. Museum Updates: flooring and door is done. Vanity and sink to be installed.

a. Remediation/renovation update: building renovations should be completed by late August/early Sept. Flooring is almost complete, the bathroom needs to be installed, and some final electrical work. Trim in the rooms with new flooring also needs completed. John Leppert and a team of volunteers has been working tirelessly to get this accomplished.

b. Display committee update: display panels for front two rooms almost finished. Dublin updated years 2000-2024 panel will be in the stairway. Floor plans indicate plans. Photos are being sourced and artifacts are still being determined. The top part of the timeline is for adults, and the bottom part of the panels. Upstairs displays: people, band, a day in the life of Dublin. In the multipurpose room adjustable shelves with plexiglass for artifacts, sponsor board in multipurpose room over circuit board. Building an angled display case was discussed.

IV. October/November Events

a. What are the plans/details for the following events:

1. VIP Event on October 18th.

- Virgil coordinating the event 5:30-8:00 Short program at 6:15 (20 minutes) bar outside, a few 10x10 tents. Catering: Cameron Mitchell proposed $5,000 with gratuity. Mike Wilson brought in samples-champagne toast, bar, several hors devours and $3,750 for 120 people. Karen donated $1,000 towards the event $4,000 plus

when gratuity is added in. Karen will try to get another donor to cover the remainder of the cost. This item is tabled until Thursday the 29th of August virtual meeting. Mike will set up this virtual meeting for board members. Karen and Virgil will include what type of event-reception and indicate dress code on invitation. Katie and Kevin need to reach back out to strings directors again to follow up. Virgil needs to submit names/emails of Performance Columbus and Crawford Hoying to be included on the guest list to Linda at lindazack@dublinohiohistory.org

* when are invites going out: date tbd and format-Evite? Gail has created the invites. $79.00 estimate for print envelopes. Motion to approve invitation cost.
*budget for written invitations

2. Grand Opening Ceremony October 19th
   - Mike coordinating the event
     - Help from Rich Weber and Kent Weakley and the Dublin Chamber of Commerce
     - Ribbon Cutting
     - Dublin Cornet band performing 10:00 a.m.
   - No appetizers/drinks to be served
   - Budget $0

   Past presidents and Amy Kramb will be there for ribbon cutting Invite a few Dublin past historical society members to come
3. November Business After Hours Event November 19th.
   - Karen coordinating the event in collaboration with Kris and Chelsea owners of Vernacular and support from the Dublin Chamber of Commerce and myself
   - 4:30 p.m. to 6:30 p.m.
   - Budget for appetizers/snacks/drinks $0
   - Vernacular is helping with the appetizers/snacks/drinks. Old Fashions will be served.

   Mike will give Karen Venacular's contact information so that she can add it to our newsletter. The Chamber of Commerce will donate wine. We need a volunteer server. Karen will send out a photo of gift shop from National First Ladies Museum.

V. Display Committee Budget
   a. Estimated budget is right now setting at around $10,000. Clay made a motion to approve up to $10,000 for display costs. A lot of free work/labor from our trustees and members, so far, has significantly reduced the total expenditure of this project. Seeking Board approval for this initial budget. An itemized list of expenses needs to be put together. Thanks to everyone so far for all their extra time and effort to get us where we are!! Thanks!!
   b. If any trustees have any free time to help support these efforts, and support the museum set-up, please reach out to Katie or myself. Thanks in advance

VI. Future donors or sponsors?
   a. Virgil what can we expect from Crawford-Hoying and Performance Columbus for 2025? Concern about promoting our sponsors is discussed.
   b. Update on any new financial support/donors?
   c. We are re-submitting to the City of Dublin for a project request, City Bed Tax Funds, again in 2025-Katie speak about changes and will begin work on 2024/25 Bedtax Grant.
   d. Working on a Grant from the Dublin A.M. Rotary Club. Katie is working on the application process with Cap Clegg. We will put together an itemized budget for the grant. We will put together a list and try to submit the grant in September. This is tabled until Mike submits itemized information to Katie about display stand costs.
   e. Any other opportunities in the works by our trustees and/or members?

VII. Education/Meeting room space rentals. Need ongoing work to operationalize this with

Perry's support. Right now, it's a case-by-case request and being managed by the trustee receiving those requests. Being very careful what and/or who are these individuals or organizations until we have this more operationalized.

a. Current requests (Katie)-Knitting Temptations to rent our space at a cost to them. Coronet Band uses our space free of charge due to providing performances for us.
b. Katie has started a room request calendar in Google. We would like this to be web based eventually-possible app-Sling. We are competitive price-wise.
c. Future state this can be managed by website for requests and/or reservations.
   1. Will require a build by MJ2

VIII. Polo shirts for the volunteer staff for the museum and docents for other events

a. Working with Amy McCullough and Gayle for design and polo options
b. What is our official color? 3 color choices
c. Have a donor for the set-up and design costs
d. Looking for a unisex polo and the expectations this cost for purchase will be passed on to the volunteer as a very reduced cost- different styles of shirts discussed. Carl suggested just putting Dublin Historical Society logo on it-not the word volunteer. Shirt options were discussed (t-shirt and long sleeve versus just polo). It was decided that the three colors are appropriate and volunteers could choose color and pay for their own shirts.

IX. Museum staffing schedule

a. Have a template already for the first five weeks
   1. Need volunteers!! (trustees) schedule will be posted in the kitchen and on Google Drive
   2. City of Dublin also has the schedules and are helping with staffing Coverage. Virgil asked about a part-time director in the future. Karen mentioned that first priority is monthly expenses and after that, help in terms of personnel
   3. Will need to look at a docents/volunteer training session just a few weeks or the week of opening prior to October 18th. VIP and Grand Opening event on October 19th. Mike will send out a training invite to all possible interested volunteers.

X. Dublin 'Chamber of Commerce Business Directory' 2024-2025

a. Do we want to buy a space in the 'Directory'? Group decided against a space in the directory after discussion.
b. Will be the 50th Anniversary for the Dublin Chamber
c. What are the pros and cons?
d. 1/8th page add (business card size) starts at $499

XI.. Other Comments: Annual Meeting-Nov. 17th 4:00-6:00 pm tentative at Dublin Community Church in lieu of regular second Tuesday meeting. We need to make sure we inform people of the change in date from our second Tuesday meeting to this annual dinner.

XII.. Adjournment: 7:40 PM

XIII.. Next meeting: September 10th. @ 6:00 p.m., DHS

+

Dublin Historical Society Board Meeting Minutes

Date: Tuesday, September 8th, 2024

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

Attendees: Board Members- Mike Jewell (President), Katie Guehl(Vice President), Clay Rose (Treasurer) Nicholas Vesha (trustee) Perry Orange (Trustee), Virgil Mathias (Trustee), Karen Gillmor (trustee), John Leppert (trustee) Amy Kramb (former Trustee), Kari Parsons, Gina Miller, Carl Karrer (member), Sam Freytag (Dublin Coffman High School), Craig Stevens (City of Dublin)

I. Call to Order –

II. Meeting Minutes

a. Vote to approve of meeting minutes from: August : approved

III. Treasurer's Report: motion to approve. Approved

a. Vote to approve treasurer's report (See below): Clay needs paperwork for the grant from 2023 grant. Clay needs access to grant form. Mike and Clay need to look at the year's budget. We have a lot of docs that are not in the Shared Drive. Items need to be moved to the Shared Drive. Clay, Mike and Katie have moved some items and need to look into moving others.

Blinds needed. We have about $450.00 left in our Home Depot

IV. Updates on activities

a. Welcome new visitors: Craig Stevens City of Dublin replacing Lisa Wilson-Shoning Craig will be our city representative. Gina Miller comes to us via a walking tour.
b. Virgil/Karen-update on VIP event (extra table move/storage)-slideshow for tv?; Caterer bar and tent will be set up outside. We need a photographer. Invites went out Monday AM. Smiley Dental Group-Jeff Holowicki gave us $5,000 donation. Karen needs to send the logo to Gayle for our website and board. Dublin Foundation (due in spring) and Rotary Grant to be worked on in November. Smaller grants are usually for Gratitude for designers, volunteers.
c. Mike-report on opening day/Clover Coffee/Sign install: Opening Day:Mike is working with city officials to do our ribbon cutting and opening for the public. Former board members and members to help cut the ribbon. Clover Coffee (a local pop-up) will serve coffee and hot chocolate that morning. This is a free service to us. The large front sign has arrived. A bush has to be removed to install the post. Museum Discussion on admission price. A small sign out back will also be ordered. The art box tortoise will go out front. Virgil will work with the arts council on how to secure it. This is a partnership with the Dublin Arts Council. We will get a fairy Door Trail to be a part of the fairy trail. Name tags needed. Lynn and Ellen will be our greeters. Katie to order 2 more cafe high top tables (4 total).
d. Update on brochure and approval for reprinting: Brochures have been going like crazy. Mike has updated the brochure. Issues with thinking you had been charged twice, but it has been addressed by MJ2. Amy suggests we use the extra panel in the brochure for the museum. The Coffman Homestead and the Museum will be side by side in the brochure. Mike will send it to Gayle and then to Amy.
e. Katie-rental application, monies, insurance: Development needed. Katie needs to move the calendar to the info@dublinohio. Reach out to Katie about rentals. Perry and Mike are working on arrangements. What is our limit on week's rentals? No limit at this point as long the meetings don't overlap. Create a room rental folder with all of the documents. Perry is thinking about the fine details. John added water shut offs in baths. Our regular rentals versus our one-off rentals. Door code box needs support. Start small and build our

rentals.

f. Volunteer meeting 9/19/24 at 7:00 -8:00 p.m We have 36 volunteers to open and work the museum! The schedule will be finalized on the 19th. No update on shirts.

g. Subcommittee Board Only Virtual Meeting 9/24 7:00 PM Committees: Display, VIP, Ribbon Cutting subcommittees

V. Collections Committee (Katie): nothing new yet

VI. Architectural Review Board (Mike): North High Street houses are sold. Building permits. One home needs a new foundation. Sheds had been approved for demolition. Outhouses have to be retained.

VII. Other Issues

a. Including new people on our newsletter list: Add them to Google contact list

B. Lisa Wilson-Schoning replaced by Craig Stevens

C. October 29th Davis Cabin Program, 9:45 AM-12:20 PM. Katie needs to add dates.

D. Grace Bunt internship opportunity 60 hours this semester 1:50 PM out of school M-F, Saturday after 5:15 PM, Sunday free: VIP photos, slideshows

VIII. School visits-Wright would like early April Friday if possible. Katie will forward on email from grade 3 spring tours as Mike will be working with the city/school.

IX. Former website is still up on a recent search. We wonder if the website is tied to Gayle's business somehow? Google search still needs to be worked on so that it doesn't send you to Emerald Parkway. Google Maps works to take you to 35 S. High.

X. All photos and digital signs and museum documents: need to be uploaded to the drive from the Holtons' computer. Other documents need to be added to the drive once they complete the upload.

XII. Museum Admissions: Large donors are members. They need to be added to the contact list. Clay will add new members to the info@dublinohio (for newsletter). Tax letter goes home via Clay. Mike gives them membership info. Mike reached out to Ohio History region 6 to have the conversation about museum admissions. Ribbon cutting, admission free. What is the cost of admission? We haven't seen the experience yet. We are encouraging out of town visitors. We will start with donations only at the museum. The school tours-Dublin City Schools mentioned funds to help with costs.

XIII. January to set up a subcommittee on grants.

XIII. Adjournment: 7:40PM

XIV. Next meeting: Tuesday, October 8th, 2024 Location: 35 S. High, Dublin, OH

Treasurer's Report

Dublin Historical Society					
Financial Activity 2024		8/1/24-9/10/24	2024 YTD	Budget 2024	Total 2023
1/1/2024 -	9/10/2024				
Receipts:					
Dues/Donations		6,070.00	36,894.65	26,000.00	21,910.62
Grants			6.62		5,000.00
Museum Room Rental		600.00	1,000.00		
Homestead/Walking Tours		236.00	856.00	250.00	398.00
Dublin's Journey Books		40.00	65.00		
Annual Meeting Meal Receipts			-	620.00	675.00
		6,946.00	38,822.27	26,870.00	27,983.62

Expenditures:					
Rent	Pd through 9/30	2,200.00	14,300.00	20,900.00	
Utilities /Internet / Cell Phone		571.61	2,156.68	4,850.00	484.25
Museum Repairs & Materials		664.29	5,688.56	3,140.00	
Museum Clean & Maint Supplies			1,308.08	-	
Museum Exhibits		2,883.32	2,883.32	-	
Conservation Supplies				-	5,001.52
Museum Opening Celebration Exp		1,875.00	1,875.00	-	271.44
Website/E-Hive			5,063.21	3,300.00	591.66
Dues Paid			469.00	295.00	295.00
Insurance			943.00	2,000.00	173.00
Membership Expenses			235.26	2,400.00	2,692.45
Annual Meeting Expenses			-	690.00	629.66
Square Device			-	-	321.43
Square & Venmo Fees		26.18	135.32	120.00	24.36
P.O. Box				200.00	176.00
Postage				160.00	14.52
		8,220.40	35,057.43	38,055.00	10,675.29
Net 2024 Cash Flow	$	(1,274.40)	3,764.84	(11,185.00)	17,308.33
Checking Balance 12/31/23		$	40,486.43		
9/10/2024			44,251.27		
2024 Cash Increase		$	3,764.84		

Dublin Historical Society Board Meeting Minutes
Date: Tuesday, October 8th, 2024
Time and Place: 6:00 pm., 35 S. High Street, Dublin,

Attendees: Board Members- Mike Jewell (President), Katie Guehl(Vice President), Clay Rose (Treasurer) Perry Orange (Trustee), Karen Gillmor (trustee), John Leppert (trustee) Members -

I. Call to Order –

II. Meeting Minutes

a. Vote to approve of meeting minutes from: September minutes: minutes approved from Sept.

III. Treasurer's Report

a. Vote to approve treasurer's report DHS Check Register: treasury report approved.

b. Review of the 2025 Budget and approval: Mike and Tom made a projected budget for 2025. Clay reviews cost of insurance, dues to associations we belong to, printing costs for brochures, volunteer appreciation, rent, utilities. Our lease is extended for 2 more years with no change in rent. Estimates for repairs, exhibit costs, and we budgeted for a part-time employee for future knowledge. The going rate for a museum employee is $20 per hour for discussion purposes. The City of Dublin Bedtax Grant was applied for 37, 500 which covers rent, utilities, internet, and operating expenses. This projected budget will be presented in the annual meeting slideshow.

C. Clay would like to make a motion to open a checking account with Middlefield Bank. Motion approved unanimously to open the bank account.

IV. Officer and Trustee Nominations

a. Elections at Annual Meeting (11/17): Perry's term is expiring in December 2024. Mike nominates Perry for another term. Nick would like to come back as a Rich Weber is another nominated trustee. Perry nominates Mike to continue his role as President. Katie is nominated in the role of Vice President.

b. Annual meeting cost and dinner payment: cost is $20. Clay prefers cash and checks. 4:00-6:00 at Dublin Community Church. Meeting first, then dinner.

V. Museum Schedules

a. Need to finalize schedule by tomorrow(10/8): we are doing well with weeks 1-3. We need board members and members to sign up to work. Saturday, Oct. 26th is very open due to Ohio State game. We are looking into electronic scheduling. 1 hour shifts. 4 people to start, then 2 people. Email Mike for changes.

b. Need Trustees and members to fill final open shifts

c. Schedules are in the Shared Drive (read only), email Mike to schedule: A tech program sends out a reminder which is desirable. We will start shopping for options.

VI. Website change: Clay and Mike have been dealing with the e-commerce functions of our website. We use GoDaddy which isn't good for collecting funds. They own our domain name, and we will continue with them, but it was recommended that we use FlyWheel will be our operating website for ecommerce. The cost per month is cheaper per month, but for MJ2 to set this up for us, it will be charge. Minimum 4 hours/$115 per hour.

B. old website versus new website issue-we are working with a company in Panama City who runs the domain. The company will not release the domain or tell us who the person that owns the domain. It has been paid as recently as July. so that they are paying for it every year. Motion to have MJ2 convert from GoDaddy for donations versus memberships.

a. Need to change our Webhost to 'Flywheel' from 'GoDaddy'to resolve eCommerce issue w/Square and processing memberships.

b. 'GoDaddy' will still be our domain carrier (paid through 2026)

c. Will require 4 hours of contracted work ($150) to complete and will be managed by MJ2

VII. Need help on Friday at 9:00 a.m. for VIP reception set-up and then Trustees and Members to get things set-up and organized for the Ribbon Cutting Friday following the reception.Those supporting the Ribbon Cutting should be here by 9:00 a.m. on Oct. 19th. Mike, Clay, Katie, Kari. David Hartman will be here at noon on Friday. Spot clean carpet.

a. VIP and Grand Opening event overview. We are at 70 invites and added architectural review board. Clover Coffee will be here Saturday sponsored by Nationwide Children's. Coffee set up will be at 8:30. The Arts Council will sponsor an event of Saturday the 19th at the Karrer Barn will have an event. They created a poster with our event and their event. Press release went out the end of Sept. Visit Dublin, City, Downtown Historic Business Association. Clay will check with Visit Dublin this week. Crawford-Hoying also sent out press. Grace Bunt will take photos. Painting the museum on opening day. Gayle suggests we have Dublin Area Art League. We would love to have new thank you cards made.

B. Spooktacular will happen without our volunteers this year. The city will be using the barn.

VIII. Open Discussion

a. Stairlift is an option for increasing access to the second story…thoughts? Vendor came out to give us a cost. $6,000 estimate. Perry asked about insurance coverage which we would need to ask our insurer about. We will get a second quote. We would need a sponsor. State and city permits needed. ADA Grants exist to be compliant. $6,500 project total with lift and permits.

b. volunteer shirt selection-placing orders: Katie will mark shirts.

C. Clay and Mike will go fishing for the flag pole to get the new one put up.

D. "Handicap ramp in the back" sign to be installed out front.

E. Jobs still to be done-non-slip tape on stairs.

F. Railing will be added outside.

G. America 250-Dublin has applied to be an official committee. John and Mike would like to be on the committee. John leaves Tuesday for the next two weeks. Safety items are almost finished.

IX. Adjournment: 7:30

X. . Next Meeting: Annual Meeting, 4:00 p.m. to 6:00 p.m. @ Dublin Community Church

Minutes submitted by: Katharine Guehl