

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES
Organizational Meeting
Wednesday, January 12, 2022 – 7 pm

Monroe County Museum
126 South Monroe Street
Monroe, Michigan 48161

AGENDA

1. Call to Order
2. Roll Call
3. Election of Officers for 2022
 - 3.1. Chair
 - 3.2. Vice-Chair
 - 3.3. Secretary
4. Appointment of Trustee Emeritus
5. 2022 Committee Appointments
6. Approval of Agenda
7. Approval of Minutes from Regular Meeting of December 8, 2021
8. Public Comment
9. Committee Updates
 - 9.1. Executive Committee
 - 9.2. Awards Committee
 - 9.3. Building Committee
 - 9.4. Markers Committee
 - 9.5. Projects Committee
 - 9.5.1. Fall 2021 Disbursement Recommendations (MCHS and Exeter)
10. New Business
 - 10.1. Presentation from Prof John Chenoweth, U of M-Dearborn, Battlefield Archaeology Project
 - 10.2. Museum Staff Reports
11. Old Business
 - 11.1. STEPS priorities list **(for reference)**
12. Public Comment
13. Board Comments
14. Adjournment

Next Meeting:

Wednesday, February 9, 2022 at 7 pm
Monroe County Museum, 126 South Monroe Street,
Monroe, Michigan 48161

2022 MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES	2021 COMMITTEES
<p>Chair: Brian Egen, District 6 Vice Chair: Jeremy Potter, District 1 Secretary: Thomas Heywood, District 2 Trustee: Mary Strevel, District 3 Trustee: L William Conner, District 4 Trustee: Richard Micka, District 5 Trustee: Tony Trujillo, District 7 Trustee: Michael Humphries, District 8 Trustee: Nick Guthrie, District 9 Immediate Past Chair: Hobby Nels</p>	<p>Executive Committee Chair: Brian Egen Members: Jeremy Potter, Thomas Heywood, Hobby Nels, Andrew Clark, and JJ Przewozniak</p> <p>Awards Committee Chair: Mary Strevel Members: Tony Trujillo, Thomas Heywood, and Andrew Clark</p> <p>Markers Committee Chair: Jeremy Potter Members: Brian Egen, Nicholas Guthrie, Michael Humphries, Lynn Reaume, and Andrew Clark</p> <p>Projects Committee Chair: Michael Humphries Members: Bill Conner, Brian Egen, Tony Trujillo, and Andrew Clark</p>

Mission Statement of the Monroe County Museum System

At the Monroe County Museum, we fuel and cultivate our visitors' curiosity through the exploration of Monroe County's rich and varied stories, joining together to unearth meaning and illuminate relevant connections between the past, present, and future.

MONROE COUNTY MUSEUM SYSTEM
BOARD of TRUSTEES
MEETING MINUTES
December 8th, 2021 at 7:00 p.m. in-person
at the Monroe County Museum, 126 South Monroe Street, Monroe

Present: Brian Egen, Chairman	Jeremy Potter, Vice-Chairman	Tom Heywood, Secretary
William Conner, Member	Nick Guthrie, Member	Michael Humphries, Member
Richard Micka, Member	Hobby Nels, Past Chairman	Mary Strevel, Member
Tony Trujillo, Member		

Museum Staff: Andy Clark, Director J.J. Przewozniak, Deputy Director
Lynn Reaume, County Historian

Guest: Bill Saul, President, Monroe County Historical Society Bob Queen, Exeter Twp. Supervisor
Sue Donovan, Friends of Potter Cemetery Chris Kull, Exeter Historical Society

This meeting was called to order at 7:00 p.m. and roll was taken; there was a quorum.
Motion was made by N. Guthrie to accept the meeting agenda with the addition of New Business 7.2 Museum Storage Resolution; seconded by R. Micka and the motion was passed.

Motion was made by W. Conner to approve the November 10th, 2021 meeting minutes, seconded by H. Nels; the motion was passed.

Public Comment #1: Holiday greetings.

Committee Updates: Executive: Chairman Egen said they had not met.
Awards Committee: Chairperson M. Strevel said there was nothing to report.
Markers Committee: Chairperson J. Potter said there was also nothing to report.

Projects Committee: Chairman M. Humphries said there were three applications; the committee recommended two needed more clarification- the Monroe Co. Historical Society for the Johnson-Phinney building and the Exeter Historical Society for further barn work. The Dundee Old Mill requested a camera security system for \$587.50. After an explanation on the status of the first two, motion was made by N. Juthrie, seconded by T. Heywood to keep the two applications open for an additional 30 days while the groups clarified their applications, and the Old Mill would be fully approved in the motion. The motion passed unanimously. The next round will be in April, 2022.

New Business: Museum Report: Motion was made by T. Heywood, seconded by M. Strevel to approve as presented; passed.

7.2 T. Heywood presented copies of the Resolution to appoint a special committee for 2022 (or until resolved) to explore the options for new Collections storage. Committee members include senior Museum staff and Trustee Chairman, Vice-Chairman and immediate Past President. After some discussion and questions M. Humphries made the motion to accept the Resolution as described and N. Guthrie seconded; passed unanimously.

Old Business: Vice-Chair J. Potter tallied the returned sheets on STEPS priorities for the Museum. The last evaluation was in August 2019 and #1 was Stewardship of historical structures. This tally produced #1 as a plan for Collections storage. Discussion was on the great need for safer and more storage for the collections.

Public Comment #2: S. Donovan updated on the Friends of Potter Cemetery work. The county's JAWS volunteers have been a great help under Bill Jewell.

B. Saul thanked the Trustees for the Monroe Historical Society/Monroe Rotary shared event the previous week.

B. Queen had some suggestions about the county possibilities for funds.

C. Kull thanked the Trustees for the grant for the Exeter Society grant extended opportunity.

Commissioner comments: Greetings for the Holidays were all given and a review of this year's progress considered.

With no other business, motion was made by M. Humphries to adjourn, seconded by J. Potter and the meeting was ended at 8:00 p.m.

Lynn W. Reaume
Acting recording secretary
15 December 2021

Monroe County Museum
StEPs Activities related to Strategic Priorities – Final Rankings
December 8, 2021

2021 Rank	2021 Points	2019 Rank	2019 Points	Activity
1	97(4)	t-6	34 (1)	Actionable collections storage plan
2	94(1)	1	55 (3)	Stewardship of historic structures
3	91	2	52 (2)	Develop an interpretive plan for Monroe County Museum building, including exhibits (with accessibility plan and Universal Design guidelines)
4	86	8	27	Housekeeping and maintenance plan for museum, collections and historic structures
5	81	t-3	47 (1)	Create a marketing plan
6	77(1)	t-3	47 (2)	Develop a community engagement strategy for talking to members of the community
7	70(1)	t-13	13	Document decisions and procedures related to acquiring, loaning, locating, using, deaccessioning and disposing of collections
8	67	5	38 (1)	Discuss with other community entities (e.g. Battlefield, Monroe County Convention and Tourism Bureau) the potential for new museum audiences
9	59	11	16	Develop a written policy to systematically collect, organize and transfer documents of the institution's history and development
10	57(1)	12	14 (1)	Code of ethics
11	50	t-6	34	Disaster response and recovery plan for museum, collections and historic structures
t-12	45	9	26	Create a community profile, using already existing sources for demographics, trends, etc.
t-12	45	t-13	13	Develop policy of guidelines on customer service expectations for paid and unpaid staff
14	40	10	19 (1)	Develop and implement a visitor evaluation plan
15	12	15	7	Review directional signage along roadways

*Number in parenthesis indicates the number of first-place votes.

MONROE COUNTY MUSEUM SYSTEM

Director's Report

Submitted by Andrew Clark, Director

Wednesday, January 12, 2022

Organizational Operations

County Museum

Public access to the galleries at the County Museum for 2022 are Tuesdays through Saturdays, 10 am to 5 pm, and Sundays, 12 pm to 5 pm; we are currently only closed on Mondays.

County Archives

Research by-appointment and via phone, mail, and email.

Territorial Park

Structures have closed for the season; grounds remain open.

Vietnam Veterans Memorial and Museum

Museum is closed for the season; grounds remain open.

St Antoine's Historic Site

Grounds remain open.

Maintenance and Operations

Museum and Archives

Minor maintenance projects such as additional lighting upgrades in the stairwell and basement have been addressed. No significant maintenance projects to report.

Territorial Park

Storm windows on Papermill School have been installed. There are no other significant maintenance projects to report.

Vietnam Veterans Memorial and Museum

Memorial is open; museum is closed for the season.

St Antoine's Historic Site

There are no significant maintenance projects to report.

Historical Projects Fund

I met with representative from the Monroe County Historical Society and the Exeter Township Historical Society to go over the supplemental information for their requests.

As it is time to revise the application for 2022, if there are any changes that you would like to have made, please submit them to me no later than Monday, January 31st.

Markers Program

Still waiting to hear back from the markers vendor to determine a time for the pickup of refurbished markers and to drop off markers to be refurbished. Mike and I removed a couple markers. The Spaulding Cemetery/Plank Road marker on Plank Road near Milan was removed for refurbishment; a new post will eventually be needed as it was one of the older style concrete posts reinforced with rebar and wrapped in aluminum. The Anderson Trading Post marker in front of Allore Funeral Home on Elm Street in Monroe was removed for replacement.

Spirit of Service

As it is time to revise the application for 2022, if there are any changes that you would like to have made, please submit them to me no later than Monday, January 31st.

Personnel Updates

No personnel updates to report.

Upcoming Closures

The next regularly scheduled holiday closure for the MCMS is Monday, January 17th for the observance of MLK Day.

Hodge Podge

As I've been pondering over the last twelve months, I thought it would be worth noting and recalling some of the positive events that happened in the organization in 2021. (Yes, I know I forgot something but feel free to chip in during board comments.)

- Perhaps our greatest accomplishment arrived during the first half of the year when we not only received a renewal of the millage but an increase as well. That success probably could've buoyed us for the remainder of the year but ...
- We conducted a successful community campaign to have a portion of our newspapers converted to a digital format through Central Michigan University's Clarke Historical Library.
- We returned to six day a week operations at the county museum and were able to reinstate in-person, by appointment research in the county archives.
- We made tremendous headway in fulfilling the long range vision of Territorial Park by having a full summer season of historical programming at the site, planting and harvesting a significant (significant for us, that is) crop of corn and pumpkins, and constructing and installing the new perimeter fence around Navarre House and the Summer Kitchen.
- Significant progress was made on the restoration of Papermill School allowing us to reopen the building to the public in 2022.

- Ticket sales for our new Halloween holiday offering, OctoberNight, went completely online.
- OctoberNight, perhaps our most complicated programmatic offering since March 2020, was thoroughly well received by the community.
- We forged new relationship with community stakeholders to enhance and improve our events.
- 2021 was the first full year of the museum system. Though we have been working at the Vietnam Veterans Museum and Memorial and Eby House for years, under the museum system the relationships were redefined. At the VVMM we were able to make great inroads in redesigning and reinstalling the perimeter case exhibits and memorial identification boards. This year's fair marked the beginning of our new role at Eby and provided us with new opportunities to present memorable living history programs to the fair going public.
- And we received a raft of awards for Vision for a New Decade including the Governor's Award for Tourism.

These successes are meaningful and paired with the priorities the board has adopted, they provide us with road maps for going forward. Thank you to everyone who has contributed and worked toward these organizational accomplishments.

MONROE COUNTY MUSEUM SYSTEM
Deputy Director's Report for December 2021
Submitted by Jeffrey J. (JJ) Przewozniak
Friday, February 7, 2022

Christmas Happenings: *Christmas at the Monroe County Museum* has been another success. The stars aligned perfectly on December 3rd and 4th, as the hustle and bustle of many activities took place. The first was the premier of the Nutcracker next door: On Friday and Saturday, fine chestnuts were roasted and offered to the public, and two life-size toy soldiers patrolled South Monroe Street, armed with candy cane muskets and a full cartridge box of Christmas cheer. Amidst all that, on Friday, it was our pleasure to host a joint event orchestrated by the Historical Society and the Rotary, to promote the Nutcracker Ballet. Thanks to both organizations for showing community Christmas spirit and for handling all the details. Special thanks as well to Andrew Felder and our great neighbors the RRCA. As if that weren't enough fun for one night, that very Friday was also a *First Friday*, during which our guests were treated to *Ghosts of Christmas Past*, a splendid telling of charmingly chilling Christmas tales in the Newton Room until 9 PM.

After that weekend of gratuitous merrymaking, the rest of the month was spent in a steady stream of holiday activities. Wreath submissions and letters to Santa flowed in as visitors enjoyed a County Museum decked out in Christmas fashion. Many thanks to all staff for efficient and merry work in building a festive atmosphere for our visitors, especially the increased lighting and decorating safely done at death-defying heights, the beautiful Christmas toys exhibit hung in the south gallery with care, and all the details that imparted a high polish to the holiday experience.

Continuing Education:

- Wednesday, December 1: *Fur Trade in North America and Grand Portage's Role*, a webinar hosted by Cook County Higher Education.

RRTP:

- The farm sleeps, for now. Arrangements were made for fall plowing by our generous neighbor Brian Hoppert, but the weather was uncooperative, so the field will get turned over in the spring.

Miscellany:

- Thanks to the trustees who were able to make it to the Historical Society/Rotary event on December 3rd.
- The Toys for Tots drive generated a full box of donations for the kiddos by the time it ended on December 13. Most of the toys were brought over during the tree lighting last month.
- Best wishes to Nick Kuhn, an eager young student who spent Tuesday, December 14 with several staff members to gain insight into a future museum career.
- Thanks to Scott Bentley and Jami Keegan at the RRNBP for the meeting on December 21. A fruitful and fun discussion was had, and I look forward to a good future cooperation and support.
- Later that same day, the entire Operations Division made a guest appearance on the airwaves of Monroe County Radio. Thanks to them for the opportunity!
- Work has started on major cleaning of the period clothing and notions room. This month, efficient lighting was installed, and plans proceed forward to create a more efficient workspace.
- Goodbye and thank you to Olivia Cotterman. Her service was a great help to the institution throughout her internship the past several months.
- *First Fridays* continue, but with due to health concerns, promotion is limited and activities are carefully curated to promote safety for staff and visitors. Thanks to the Programs Division for creativity and innovation as we adjust plans to best to protect our community.

LOCAL HISTORY DIVISION Report
For December, 2021

We were open to the general public by appointment; 10 visits + GSMC members. Topics identified include the obituaries, French families, Monroe women, Masonic Temple and Monroe county wine industry, Keegan, Cousino and Navarre; North Star Steel; Dohm, Rodd, Pickard, Trapp; city breweries.

Rachel processed obituary requests from 5 individuals, with 27 obits. She had 5 phone calls and 10 emails. Research requests included surnames: Hammer, Leib, Billmeier, Knierim, Shinevare.

Robert was out sick and therefore had no report. He processed, corresponded with donors and helped move unwanted non-collection tables out of the attic. He moved the boxed Collections hats up to that cleared attic area. We are always re-thinking space. Readings in all rooms have been very favorable.

2021.51 (still pending) Spillson's restaurant outside advertising signs.

December Accessions:

2021.97 David Steinman: postcards and paper artifacts relating to the Boes & Steinman families.

2021.98 Lynn Reaume: mother Jean Hoffman Waybright's wedding dress from 1956.

2021.99 Lisa & Rob Gessner: 2021 Scout-O-Rama patches and souvenir mug.

December projects:

I found another box of unprocessed Mrs. Gertrude Gustafson papers with 'tons' of newspaper clippings and handwritten notes re: museum, society, newspaper, etc. Her materials were blended into existing files after sorting.

I have not heard back from the Deeds office on the missing Indexes/volumes from last year. Soon I will probably have to compile the indexes.

Most of the 2022 Loan Agreements have come back, however Friends in Council, Historical Society, Labor History Museum, and Wayne Ruttenberg forms have yet to be returned (January, 2022.) One other is in process.

Summary of transferred materials for 2021 via Robert: Stone artifacts to the Port Huron Museum; time schedule to the Archives of Michigan; two photographs of the Norman College Sorority Women to the Ypsilanti Historical Society; two framed panoramic images of naval soldiers to the Museum of the American Sailor. Some were hand-delivered, some mailed.

County Google Stats: the Obituary search was at #1 with 10,479 page views; the Museum was #29 with 705 page views; #57 Christmas at the Museum with 269; #118 Archives with 95.

Facebook posting "24 Days of Christmas" (24) totaled 14,672 and the Ford Dealership posting 1,148. It was very popular and I assume we'll do it again next December.

Front desk volunteer Paula came up to Archives and helped file. I hope to use her interest again.

Pondering: we have supplied several images to some of the Monroe News article writers, and unfortunately we are no longer getting credit. I have often seen our particular images used on the internet without any source/credit and it's no wonder the museum has a hard time being taken seriously as a historical source.

Lynn W. Reaume, County Historian
December, 2021

Monroe County Museum System Board of Trustees

December 2021 Museum Exhibits Report

Last month's report was basically all about Christmas preparations and this report will continue in the same vein – with a few exceptions. Personally, this was good month to do some background work on future projects and a chance to roast a few chestnuts for the public to spit out of their mouths. Emily spent a great deal of her time preparing graphics for Christmas signage, postings, and interior design concerns but also did some interesting promotion work for the January First Friday event. As part of that effort she created an animated gif of a swinging bat (swinging as in upside down- not a wild and crazy bat at a cocktail bar) for the Facebook posting. The exhibits department continues to work with programs department to produce video shorts in order to enhance the museum's on-line appearance.

The “24 Toys to Christmas” exhibit, with a vintage toy reveal every December day leading up to Christmas, was a good example of a combination of on-line and “in-place” exhibit presentation. It is safe to say that more people viewed this display on their daily Facebook viewings than saw it in person.

Each day, a toy was presented along with some background information. Facebook allowed us to show multiple views of each item, but label space was limited. This, unfortunately, meant that some fascinating stuff had to be left out. For instance, the ca. 1920 Tiddleywinks game offered up some choice information. The early “winks & squidgers” were made out of bone or ivory – dyed to color. By the 1930s these became the more familiar bright colored plastic game pieces. What couldn't be reported was that a New Zealand woman recently had a plastic “wink” removed which had been lodged in her sinus for 37 years. It was sucked in while trying the well-known childhood game of “putting tiddledywinks in your nose and blowing them out” and she neglected to tell her parents that one didn't come out. Causing no pain, she promptly forgot about it until a Covid nasal swab apparently moved it and started an infection. Doctors pulled it out and declared it still had its original color!

The 1965 cymbal-clanging chimp, from my personal collection, is easily the creepiest toy of the bunch. Since it was first made by Japanese maker Daishin C.K. in the early 1950s, there have been many knock-offs marketed over the years. The display chimp has a pair of blue-plaid overalls, a much rarer form than the typical red-striped pant version. Now an iconic terror symbol, on level with Chuckie Dolls, this clanging creature rolls his eyes, bears his teeth, and bangs his cymbals – no doubt driving many a child to put tiddledywinks in their nose and blow them out.

Respectfully submitted,
Gerald P. Wykes
Exhibits Coordinator



November 10, 2021

Monroe County Museum System Board of Trustees
Guest Services Division Report ♦ September-October 2021

The months of September and October were dominated by planning for Octobernight, though all regular duties were completed accurately and on time (i.e., deposits, requisitions, and claims). Several new vendors were added to the Monroe County Vendor List, most of whom were directly or indirectly tied to Octobernight.

From a logistical standpoint, Octobernight was a massive success. Careful planning resulted in a two day event that experienced very few complications. As a replacement for Lantern Tours, content was not the only new part of this event. For the first time, ticket sales were conducted online **only** – a resounding success. Allowing people to purchase tickets at their convenience resulted in amazing sales: a total of 369 tickets were purchased for the event, with the majority sold on the first day they were available (September 15). Of the 18 total time slots available, 11 were sold out.

After researching a good amount of possible vendors, we selected Brown Paper Tickets (BPT) for our event. BPT allowed me to build an event page with the capability to list ticket purchases at intervals each night (something that other vendors did not offer). BPT also offered a large number of reporting tools for us to be able to collect guest data for future use.

Total Octobernight visitation was 434.

Planning for Christmas at the museum began in October, with lots of vintage inspired ideas.

Submitted by Heather Piegza, Guest Services Coordinator

January 7, 2022

Monroe County Museum System Board of Trustees
Guest Services Division Report ♦ November-December 2021

The months of November and December followed a fairly normal schedule, but were punctuated by Christmas planning, supply ordering, and decorating. Otherwise, it was business as usual – invoices were submitted for payment, orders were placed, and deposits were made at the County Treasurer’s office. I also assisted the Programs Department with the *Letters to Santa* program by addressing envelopes by hand for that little touch of “authenticity.”

The Downtown Christmas Tree Lighting on November 19 brought lots of visitors to the museum, especially because free trinkets were available (courtesy of the City), and Joe Boggs held a book signing at the Museum on November 27.

With the Nutcracker Opening Day Reception on Friday, December 3, both the Guest Services and the Programs Departments painstakingly worked to ensure all preparations were completed in time for the event to take place alongside our First Friday programming, *The Ghosts of Christmas Past*. The Chestnut Roast on December 4 extended the merriment.

Guest Services welcomed Paula, a volunteer from AmeriCorps Seniors, who will assist for a few hours every other Thursday. We continue to host the Frenchtown Spinners Guild who draw about 10-15 participants each month!

Submitted by Heather Piegza, Guest Services Coordinator