



VILLAGE OF RIVERSIDE
Historical Commission Regular Meeting
Minutes

- I. **Call to Order:** The Regular Meeting of the Village of Riverside Historical Commission was held in Riverside Township Hall on Monday March 20, 2023 at 7pm. Chairperson Julian called the Regular Meeting to order at 7:00 p.m.

- II. **Roll Call:**

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| <i>Present:</i> | Chairperson Julian Commissioner Guardi Commissioner Petrzilka Commissioner Ceragioli Commissioner Smith-Ray |
| <i>Absent:</i> | Commissioner Furey Commissioner Schroeder |

- III. **Approval of Minutes**
 - A. Motion to approve February 20, 2023 minutes by Commissioner Guardi, seconded by Commissioner Petrzilka.
Motion passed by unanimous voice vote.

- IV. **Approval of Financial Report**
 - A. Chairperson Julian presented the financial report, noting that the report is now up to date. As of February 28, 2023 the Sherman Fund had a balance of \$2,078 with the main fund holding a balance of \$78,919. The Commission has spent \$967 year to date with only \$19 spent this month.
 - B. Motion to approve by Commissioner Guardi, seconded by Commissioner Petrzilka.
Motion passed by unanimous voice vote.

- V. **Chairpersons Report**
 - A. *Gina and Dick met to work on accessions*
Chairperson Julian met with Commissioner Furey to work on accessions. He would like to place the vehicle stickers collection in a display in Village Hall.
 - B. *Amy's historical posts on Facebook*
Chairperson Julian updated the Commission on Amy's Historical Facebook posts. Most recently Amy was inquiring about the Babson house and Youth Center. Commissioner Julian recommended a post on bridges with Amy. Management

Analyst Splitt will be asking Management Analyst Sowl about an estimate for the Structure Files being posted on the website.

C. *Farmer's Market booth on September 27th*

Chairperson Julian informed the Commission that they will have a booth at the Riverside Farmer's Market. Commissioner Ceragioli will bring some ornaments to the booth for sale.

D. *Training for new Commissioner Lead positions*

Due to low attendance this topic was pushed to next meeting. Management Analyst Splitt will check with Management Analyst Sowl to see which Commissioners have completed OMA training.

VI. *Continuing Business*

A. *2024 Museum Calendar. Theme ideas.*

At the previous meeting, transportation was offered as a theme for the next calendar. Chairperson Julian offered to do the calendar this year, to which the Commission agreed.

B. *Landmark Pamphlet. Patrick to report on progress*

Comm. Smith-Ray brought in a trifold for the pamphlet. The Commission reviewed the work. Comm. Guardi remarked that some of the Historical brochures are low on numbers. Comm. Smith-Ray offered to re-create a digital copy of the Commission's brochures.

C. *Local History files digitizing report. Update.*

Comm. Petrzilka is close to completing the second drawer and will soon have a list of what items are in the drawers.

D. *Human remains from Fairbank Road. Update.*

Comm. Petrzilka plans to write a letter to the President of the University with the human remains. He will be requesting an update on the remains and informing them of the University's failure of communication as of late.

E. *West Well House clean up. Update.*

Nothing new to report.

F. *New desk for Museum. Update.*

Chairperson Julian went online to the same vendor where they purchased the cabinets. He found a potential desk, but will make measurements to ensure that it fits. The Commission discussed potential layouts of the new desk.

G. *Commissioner Chair positions. Areas to be filled.*

Topic was pushed to the next meeting due to low attendance.

VII. *Exhibits*

No changes to current exhibits

Comm. Guardi informed the Commission that the Library case will change to the cups exhibit in late April.

VIII. Approval of Accessions to the Museum

No accessions this month.

IX. *Public Comment*

No public comment.

X. New Business

- A. Commissioner Guardi would like to honor Gretchen McCarthy in some fashion. Gretchen has been responsible for creating the ornaments that the Commission sells.
- B. Commissioner Ceragioli would like the Babson Estate chandelier to be moved to the East Well House. Commissioner Guardi contended that the chandelier would be visible once the West Well House is ready to open.

XI. Adjournment

Motion to adjourn by Comm. Guardi, seconded by Comm. Smith-Ray.

Motion passed by unanimous voice vote. Meeting adjourned at 8:01 pm.

Respectfully submitted:

Management Analyst Splitt

Date Approved