



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 May 15, 2023 at 7pm. Chairperson Julian called the Regular Meeting to order at 7:00 p.m.

- II. **Roll Call:**

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

- III. **Approval of Minutes**
 - A. Motion to approve April 17, 2023 minutes by Commissioner Schroeder, seconded by Commissioner Ceragioli.
Motion passed by unanimous voice vote.

- IV. **Approval of Financial Report**
 - A. Chairperson Julian was not able to get a financial report for this meeting. He informed the Commission that the finances would not have changed from the last report that was presented.

- V. **Chairperson's Report**
 - A. *Museum desk and chair*

Chairperson Julian announced that the museum has gotten the new chair and desk and discussed the new layout. Comm. Guardi has ordered a placard in memory of Bill Sherman.

 - B. *Tours*

Comm. Petrzilka described to the commission what was covered in the DePaul Prep Tour. (Comm. Smith-Ray arrived) Comm. Guardi explained the May 11th tour to the Commission. Chairperson Julian gave details on the Hauser TV Tour. Comm. Petrzilka

mentioned the upcoming FLOS May 28th tour.

VI. *Continuing Business*

A. *2024 Museum Calendar. Theme is transportation.*

Chairperson Julian informed the Commission there was nothing to report. He had been focused primarily on the new desk for the Museum. Comm. Schroeder offered to help with the calendar.

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

Comm. Smith-Ray did another editing sweep on the brochure. He will send it out to all the Commissioners.

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

Comm. Petrzilka typed up nearly all of the new local history files added since 2001. When it is complete he would like commissioners to review the listing and they can review what should be kept.

D. *Human remains from Fairbank (sic) Road. Update.*

Comm. Petrzilka has not heard back from the school yet. He believes it may be due to staffing changes.

E. *Structure File posting on Village website. Update.*

Management Analyst Splitt mentioned that there are no updates since the last meeting.

F. *Gretchen McCarthy recognition*

Comm. Guardi and Chairperson Julian have ordered a plaque for Gretchen McCarthy along with a letter recognizing her achievements. Chairperson Julian also took time to honor Comm. Ceragioli who had served on the commission for 18 years.

VII. *Exhibits*

A. *Library case to change in April*

Comm. Guardi informed the Commission that there is a new exhibit in the Library. Comm. Guardi asked the Historical Commission to review the display in the Township which will be displaying the Vehicle Stickers exhibit.

VIII. *Approval of Accessions to the Museum*

A. *Gretchen McCarthy ornaments.*

Motion by Guardi, seconded by Ceragioli.

B. *Oak Park real estate documents.*

Comm. Guardi explained these items were not for accessions, just for structure files. Oak Park – River Forest museum had old real estate listings for Riverside homes. Due to their age these items need to be viewed wearing protective gear.

C. *Time Capsule artifacts.*

Motion by Furey, Second by Petrzilka.

IX. *Public Comment*

No public comment.

X. *New Business*

A. *Commission Lead's monthly reports.*

Chairperson Julian explained a monthly report format to the Commission. This report breaks out their goals for the year. He asked that Commissioners inform on their progress in each of those areas. Comm. Furey will be reaching out to Amy about social media posts.

- B. Museum Duty Sign-up for 6/10/23 through 10/7/23.

Sign-up sheet was passed out to Commissioners.

- C. Pursuing a new Commissioner.

Chairperson Julian introduced a potential commissioner, Ryan Kelly, pending appointment at a future Village Board Meeting.

- D. 2024 Plan and Budget.

Next month Chairperson Julian will take the Commission's old budget plan and will update for discussion and review at the next meeting.

- E. Product Pricing, Collectible Sales

Comm. Petrzilka brought up that the Museum price list is no longer accurate to the record book. Comm. Guardi mentioned that the prices had been rounded to simplify their pricing. She also informed the Commission that the collectibles will no longer be sold at the Museum, they can now only be purchased at the Riverside Library.

- F. Village in the Park Book Stock

Chairperson Julian mentioned the Museum is running low on stock for the Village in the Park book. Comm. Petrzilka will be bringing in more.

XI. Adjournment

Motion to adjourn by Comm. Petrzilka, seconded by Comm. Furey.

Motion passed by unanimous voice vote. Meeting adjourned at 7:55 pm.

Respectfully submitted:

Management Analyst Splitt

Date Approved