



OWOSSO HISTORICAL COMMISSION

MEETING AGENDA

November 12, 2024, at 6:00 pm at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve October 15, 2024 minutes

Motion to approve November 12, 2024 agenda

Agenda Items

1. Chair/Vice Chair Appointments
2. Inventory Work
3. Christmas lights on the Castle
4. Holiday party

Financial Report and Budget – A. Fuller

Castle Report and Castle Decorating – D. Grace

Public Comment Period

Commissioner Comments

Next Meeting: Monday, December 9, 2024

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of October 15, 2024 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chairman Mark Erickson
MEMBERS PRESENT: Commissioners Elaine Greenway, Susan Osika, and Bill Moull
MEMBERS ABSENT: Vice Chair Debra Adams, Commissioners Lance Little and Robert Hooper

CHAIRMAN ERICKSON CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – SEPTEMBER 9, 2024

Motion by Commissioner Greenway to approve the minutes as presented, supported by Commissioner Moull.

Approved by voice vote

APPROVE AGENDA – OCTOBER 15, 2024

Motion by Commissioner Moull to approve the agenda as presented, supported by Commissioner Greenway.

Approved by voice vote

ITEMS OF BUSINESS

Chair/Vice Chair Appointments: Motion by Commissioner Moull to table this item until November due to several board members being absent, supported by Commissioner Osika. Approved by voice vote.

Home Tour Finance Recap: Amy Fuller reviewed the home tour finances. Commissioner Osika said she had spoken with the committee members and they would like to contribute \$500 of the proceeds to the Castle Christmas party.

Inventory Work: Amy Fuller shared that Denice Grace has completed cataloging the Gould House items located at City Hall.

Amos Gould Portrait: Amy Fuller reported that Commissioner Little had suggested hanging the Amos Gould portrait at the Owosso Library and that Denice Grace had spoken with the library and they would be happy to have it on display. Motion by Commissioner Osika to loan the Owosso Library the Amos Gould portrait, supported by Commissioner Moull. Passed by voice vote.

Christmas at the Castle:

Party: The Castle holiday party will be December 12, 2024 from 5:30-8:30. Denice Grace will create a Facebook event and a flyer.

Decorating: Castle decorating will take place on November 18, 2024 at 2:00 p.m.

FINANCIAL REPORTS:

Amy Fuller reviewed the current budget and worked with the Commission on a draft budget amendment. During this conversation Commissioners discussed priorities for the current year. Motion by Commissioner Osika to authorize staff to spend \$500 on flyers for Michigan Welcome Centers, supported by Moull. Passed by voice vote.

Denice Grace reported on September numbers for Curwood Castle

PUBLIC COMMENT PERIOD: None

COMMISSIONER COMMENTS

Commissioner Osika shared that this would be her last meeting as the City Council Representative.

Commissioner Erickson reflected on the work the Commission has done over the last year.

NEXT MEETING: Tuesday, November 12, 2024 ay 6:00 p.m.

ADJOURNMENT

Commissioner Moull moved to adjourn the meeting. Commissioner Osika supported. The voice vote was unanimous to adjourn the meeting at 7:08 P.M.

Respectfully submitted by:

Amy Fuller, Assistant City Manager



Ludington Electric Inc.
 152 E Howard St
 Owosso, MI 48867
 +15172045320
 ludingtonelectric@gmail.com

ADDRESS

City of Owosso
 Attention Amy
 301 West Main Street
 Owosso, MI 48867

Estimate 8018

DATE 11/04/2024

ACTIVITY	DESCRIPTION	AMOUNT
Item	The below estimate includes all Labor, Lift, and material to complete the following at Curwood Castle.	
Item	Remove all existing Christmas Lights.	
Item	Install up to 300' of C7 warm white Christmas Lights around Curwood Castle to match or exceed as installed.	
Item	Plug into existing cord and outlet, and existing lights are installed.	
Note	Lights are spaced every 1' on a green cord. Light bulbs measure approx. 3/4" wide x 2" high. The bulbs are warm white, matching the color rendition of the green pole lights around Curwood Par. Bulbs have an average life of 60,000 hours.	
Item	Total.	1,875.00

Thank you for considering us. If you have any questions, please do not hesitate to call 517-204-5320 to schedule an appointment.

TOTAL \$1,875.00

Accepted By

Accepted Date

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		2024-25 AMENDED BUDGET	10/31/2024 NORMAL (ABNORMAL)		
Fund 297 - HISTORICAL FUND					
Revenues					
Dept 000 - REVENUE					
297-000-540.000	STATE SOURCES	0.00	0.00	0.00	0.00
297-000-643.000	SALES	3,000.00	1,624.00	1,376.00	54.13
297-000-665.000	INTEREST INCOME	2,000.00	1,186.38	813.62	59.32
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,066.00	0.00	1,066.00	0.00
297-000-667.100	RENTAL INCOME	2,800.00	0.00	2,800.00	0.00
297-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00
297-000-674.100	PRIVATE DONATIONS	20,000.00	9,465.00	10,535.00	47.33
297-000-674.200	DONATIONS	11,650.00	4,620.66	7,029.34	39.66
297-000-675.000	MISCELLANEOUS	0.00	927.11	(927.11)	100.00
297-000-699.101	TRANSFERS FROM GENERAL FUND	17,500.00	4,375.00	13,125.00	25.00
Total Dept 000 - REVENUE		58,016.00	22,198.15	35,817.85	38.26
TOTAL REVENUES		58,016.00	22,198.15	35,817.85	38.26
Expenditures					
Dept 797 - HISTORICAL COMMISSION					
297-797-702.200	WAGES	15,331.00	6,347.39	8,983.61	41.40
297-797-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00
297-797-715.000	SOCIAL SECURITY (FICA)	1,173.00	485.57	687.43	41.40
297-797-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00
297-797-717.000	UNEMPLOYMENT INSURANCE	25.00	2.81	22.19	11.24
297-797-719.000	WORKERS' COMPENSATION	61.00	19.38	41.62	31.77
297-797-728.000	OPERATING SUPPLIES	1,000.00	351.08	648.92	35.11
297-797-729.000	FINANCIAL INSTITUTION FEES	1,200.00	266.18	933.82	22.18
297-797-801.000	PROFESSIONAL SERVICES: ADMINIST	1,500.00	37.50	1,462.50	2.50
297-797-810.000	INSURANCE & BONDS	2,994.00	0.00	2,994.00	0.00
297-797-818.500	AUDIT	814.00	0.00	814.00	0.00
297-797-930.000	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00
297-797-961.000	MISCELLANEOUS	6,500.00	2,465.03	4,034.97	37.92
297-797-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00
Total Dept 797 - HISTORICAL COMMISSION		30,598.00	9,974.94	20,623.06	32.60
Dept 798 - CASTLE					
297-798-702.200	WAGES	500.00	29.07	470.93	5.81
297-798-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00
297-798-715.000	SOCIAL SECURITY (FICA)	38.00	2.22	35.78	5.84
297-798-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00
297-798-718.200	SOCIAL SECURITY (FICA)	0.00	1.74	(1.74)	100.00
297-798-719.000	WORKERS' COMPENSATION	32.00	2.75	29.25	8.59
297-798-728.000	OPERATING SUPPLIES	2,500.00	1,284.13	1,215.87	51.37
297-798-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-798-920.000	UTILITIES	6,436.00	1,136.92	5,299.08	17.67
297-798-930.000	BUILDING MAINTENANCE	4,000.00	862.23	3,137.77	21.56
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAI	1,000.00	496.94	503.06	49.69
297-798-961.000	MISCELLANEOUS	300.00	0.00	300.00	0.00
Total Dept 798 - CASTLE		14,806.00	3,816.00	10,990.00	25.77
Dept 799 - GOULD HOUSE					
297-799-702.300	OVERTIME	200.00	0.00	200.00	0.00
297-799-715.000	SOCIAL SECURITY (FICA)	15.00	0.00	15.00	0.00
297-799-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00
297-799-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00
297-799-716.500	DISABILITY INSURANCE	0.00	0.00	0.00	0.00
297-799-718.200	DEFINED CONTRIBUTION	55.00	0.00	55.00	0.00
297-799-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-799-920.000	UTILITIES	3,559.00	349.59	3,209.41	9.82
297-799-930.000	BUILDING MAINTENANCE	4,000.00	31.82	3,968.18	0.80
297-799-930.200	BLDG MAINTENANCE	0.00	0.00	0.00	0.00
297-799-940.000	EQUIPMENT RENTAL	500.00	36.81	463.19	7.36
297-799-961.000	MISCELLANEOUS	2,000.00	16,267.43	(14,267.43)	813.37
Total Dept 799 - GOULD HOUSE		10,329.00	16,685.65	(6,356.65)	161.54
Dept 800 - COMSTOCK/WOODARD					
297-800-930.000	BUILDING MAINTENANCE	2,000.00	107.76	1,892.24	5.39
Total Dept 800 - COMSTOCK/WOODARD		2,000.00	107.76	1,892.24	5.39

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		AVAILABLE		% BDGT USED
		AMENDED	BUDGET NORMAL	10/31/2024	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 297 - HISTORICAL FUND								
Expenditures								
TOTAL EXPENDITURES		57,733.00		30,584.35		27,148.65		52.98
Fund 297 - HISTORICAL FUND:								
TOTAL REVENUES		58,016.00		22,198.15		35,817.85		38.26
TOTAL EXPENDITURES		57,733.00		30,584.35		27,148.65		52.98
NET OF REVENUES & EXPENDITURES		283.00		(8,386.20)		8,669.20		2,963.32

11/08/2024 03:03 PM
User: AKFuller
DB: Owosso

CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2023 TO 11/08/2024
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 11/08/2024
297	HISTORICAL FUND	67,010.61	90,605.69	108,440.59	49,175.71

October 2024 Curwood Castle Gift Shop Report

Item	Price	Number Sold	Square	Cash
Blueprint T-Shirt child S	\$10.00			
Blueprint T-shirt child M	\$10.00			
Blueprint T-shirt Child L	\$10.00			
Blueprint T-shirt Child XL	\$10.00			
New T-Shirt - Adult S	\$10.00	1		\$15.00
New T-Shirt - Adult M	\$10.00			
New T-Shirt - Adult Large	\$10.00			
New T-Shirt - Adult X Large	\$10.00			
New T-shirt Adult 2XL	\$12.00			
New T-Shirt - Adult 3XL	\$12.00			
Book- Bear - reprint	\$12.00	1	\$12.00	
Books -Vintage	\$12-\$20	2	\$24.00	
Book -My Adventure to Curwood Castl	\$10.00			
Coaster - Castle Great Room	\$4.00			
Coaster - Curwood statue	\$5.00			
Coaster - Curwood Statue	\$4.00			
Coaster - Winter	\$4.00			
Souvenir Book - Gray	\$5.00	6	\$15.00	\$15.00
Glasses - Comstock Cabin	\$5.00			
Glasses - Curwood Home	\$5.00			
Glasses - Gould House	\$5.00			
DVD - The Bear	\$20.00	2		\$40.00
Postcards	\$1 / \$5	2		\$2.00
Curwood Castle Teddy Bear	\$10.00	1		\$10.00
Magnets - small	\$3.00			
Magnets - Large	\$5.00	8	\$10.00	\$30.00
Mary Anderson Drawings	\$10.00			
Castle ornament	\$10.00			
TOTALS			\$61.00	\$112.00

October 2024 Curwood Castle Financial Report

	Average Price	Items Sold	Total
Admissions			
Admissions - Adult	\$5.00	275	\$1,375.00
Admissions - Child	\$2.00	51	\$102.00
Subtotal		326	1477
Gift Shop			
Magnets - Large Magnet	\$5.00	8	\$40.00
DVD - DVD	\$20.00	2	\$40.00
Souvenir Book - Souvenir Book	\$5.00	6	\$30.00
Reprint Book	\$12.00	2	\$24.00
T-shirts - Regular Size	\$15.00	1	\$15.00
Vintage Book - 12.00 Vintage Book	\$12.00	1	\$12.00
Teddy Bear - Teddy Bear	\$10.00	1	\$10.00
Post Cards - Single Postcard	\$1.00	2	\$2.00
Subtotal		23	173
Donations			
Castle Donation - 20.00	\$20.00	2	\$40.00
Castle Donation - 10.00	\$10.00	1	\$10.00
Castle Donation - 1.00	\$1.00	9	\$9.00
Subtotal		12	59
Category Sales Subtotal	\$4.73	361	\$1,709.00
Discounts Subtotal	\$0.00	0	\$0.00
Refunds		0	\$0.00
VOIDS		0	\$0.00
Unpaid Amount			\$0.00
Net Sales			\$1,709.00