



OWOSSO HISTORICAL COMMISSION

October 14, 2025, at 6:00 p.m. at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve October 14, 2025, agenda

Motion to approve September 9, 2025, minutes

Agenda Items:

Architect for Curwood Castle repairs

Time Traveler Website

Create committee

Approve the project plan

Approve contract

Transfer of assessing rolls to state archives (1883-1899)

Holidays at the Castle

Decorating date

New tree

Food/Party

Storage Unit

Winter work day

Spring yard sale

Committee Reports

Building and Grounds Committee:

Historic Appreciation Committee:

Home Tour Committee:

Educating our Youth Committee:

Financial Report

Revenue and Expense Report by A. Fuller

Castle Financial Report by D. Grace

Public Comment

Commissioner Comment

Next Meeting: Monday, November 10, 2025

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of September 8, 2025 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Elaine Greenway, Bill Moull, Steven Teich, and Debra Adams

MEMBERS ABSENT: Commissioners Christopher Owens and Robert Hooper

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

APPROVE MINUTES – August 11, 2025

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

Approved by voice vote

APPROVE AGENDA – September 8, 2025

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

Approved by voice vote

ITEMS OF BUSINESS

Owosso Time Traveler Website: Chairman Little shared details from a Zoom meeting he, Amy Fuller, and Jael Harrington attended with staff from Michigan Tech. The Commission discussed moving forward with the Owosso Time Traveler Website. Motion by Commissioner Teich to move forward with the project and allocate up to \$10,000. Supported by Commissioner Moull, passed by voice vote.

Curwood Clock Donation: DeVries has received a donation of a grandfather clock that allegedly belonged to James Oliver Curwood. They are able to donate it to the Commission, but are asking for \$100 to recoup the cost of transporting it from the Detroit area to Owosso. Motion by Commissioner Teich to accept the donation and pay DeVries \$100. The motion was supported by Commissioner Adams and passed by voice vote.

Castle Railing: The Commission reviewed plans to add handrails to the two main staircases in Curwood Castle. Motion by Commissioner Greenway to accept the proposal from Rare Fusion for handrails at Curwood Castle. The motion was supported by Commissioner Moull and passed by voice vote.

Transfer of yearbooks, Michigan Historic Review, and city directories: The Commission reviewed a recommendation from the Historic Appreciation Committee to transfer books in its collection. Motion by Commissioner Teich to transfer the books as outlined in the staff memo. The motion was supported by Commissioner Moull and passed by voice vote.

COMMITTEE REPORTS

Building and Grounds Committee: Amy Fuller and Commissioner Teich are meeting with architects to work on the roof project.

Historic Appreciation Committee: The Committee met to review the items in their collection at City Hall.

The Home Tour Committee: Committee members discussed best practices learned from the Marshall, MI tour.

Educating our Youth Committee: Had their first meeting just before this meeting.

FINANCIAL REPORTS:

Amy Fuller reviewed the Commission's revenue and expense report.

Denice Grace reported on the August numbers for Curwood Castle.

PUBLIC COMMENT PERIOD:

None

COMMISSIONER COMMENTS

Commissioner Teich shared that he had reviewed the list of items currently in storage and suggested the Commission consider divesting some of the items because they lack historical relevance.

Commissioner Moull shared that he was excited about the potential partnerships within the community.

NEXT MEETING: Tuesday, October 14, 2025, 6:00 p.m.

ADJOURNMENT

Chairman Little adjourned the meeting at 7:12 p.m.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			10/31/2025 (ABNORMAL)	MONTH 10/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 297 - HISTORICAL FUND						
Revenues						
Dept 000 - REVENUE						
297-000-643.000	SALES	3,000.00	4,326.20	0.00	(1,326.20)	144.21
297-000-665.000	INTEREST INCOME	10,000.00	1,540.37	0.00	8,459.63	15.40
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,000.00	0.00	0.00	1,000.00	0.00
297-000-674.100	PRIVATE DONATIONS	19,000.00	6,335.60	0.00	12,664.40	33.35
297-000-674.200	DONATIONS	0.00	1,000.00	1,000.00	(1,000.00)	100.00
297-000-699.101	TRANFERS FROM GENERAL FUND	21,500.00	5,375.00	0.00	16,125.00	25.00
Total Dept 000 - REVENUE		54,500.00	18,577.17	1,000.00	35,922.83	34.09
TOTAL REVENUES		54,500.00	18,577.17	1,000.00	35,922.83	34.09
Expenditures						
Dept 797 - HISTORICAL COMMISSION						
297-797-702.200	WAGES	19,500.00	5,589.07	773.68	13,910.93	28.66
297-797-715.000	SOCIAL SECURITY (FICA)	1,492.00	427.56	59.18	1,064.44	28.66
297-797-717.000	UNEMPLOYMENT INSURANCE	20.00	3.03	0.00	16.97	15.15
297-797-719.000	WORKERS' COMPENSATION	51.00	13.30	1.85	37.70	26.08
297-797-728.000	OPERATING SUPPLIES	200.00	100.00	0.00	100.00	50.00
297-797-729.000	FINANCIAL INSTITUTION FEES	1,200.00	239.98	111.45	960.02	20.00
297-797-810.000	INSURANCE & BONDS	3,172.00	1,567.12	0.00	1,604.88	49.40
297-797-818.500	AUDIT	608.00	0.00	0.00	608.00	0.00
297-797-930.000	BUILDING MAINTENANCE	2,400.00	960.00	0.00	1,440.00	40.00
297-797-961.000	MISCELLANEOUS	1,000.00	942.50	376.00	57.50	94.25
Total Dept 797 - HISTORICAL COMMISSION		29,643.00	9,842.56	1,322.16	19,800.44	33.20
Dept 798 - CASTLE						
297-798-702.200	WAGES	0.00	340.27	96.55	(340.27)	100.00
297-798-702.300	OVERTIME	0.00	59.10	19.70	(59.10)	100.00
297-798-715.000	SOCIAL SECURITY (FICA)	0.00	29.62	8.54	(29.62)	100.00
297-798-718.200	DEFINED CONTRIBUTION	0.00	14.99	4.44	(14.99)	100.00
297-798-719.000	WORKERS' COMPENSATION	0.00	17.30	5.73	(17.30)	100.00
297-798-728.000	OPERATING SUPPLIES	5,000.00	856.86	0.00	4,143.14	17.14
297-798-920.000	UTILITIES	5,425.00	1,306.74	145.27	4,118.26	24.09
297-798-930.000	BUILDING MAINTENANCE	10,000.00	400.00	0.00	9,600.00	4.00
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAINTENANCE	1,000.00	734.38	0.00	265.62	73.44
297-798-961.000	MISCELLANEOUS	0.00	46.50	0.00	(46.50)	100.00
297-798-976.000	BUILDING ADD & IMPROVEMENTS	0.00	13,458.72	0.00	(13,458.72)	100.00
Total Dept 798 - CASTLE		21,425.00	17,264.48	280.23	4,160.52	80.58
Dept 800 - COMSTOCK/WOODARD						
297-800-930.000	BUILDING MAINTENANCE	3,000.00	107.76	0.00	2,892.24	3.59
Total Dept 800 - COMSTOCK/WOODARD		3,000.00	107.76	0.00	2,892.24	3.59
TOTAL EXPENDITURES		54,068.00	27,214.80	1,602.39	26,853.20	50.33

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED	BUDGET	NORMAL	10/31/2025	MONTH	10/31/2025	NORMAL	
				(ABNORMAL)	INCREASE	(DECREASE)		(ABNORMAL)	USED
Fund 297 - HISTORICAL FUND									
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TOTAL REVENUES		54,500.00		18,577.17		1,000.00		35,922.83	34.09
TOTAL EXPENDITURES		54,068.00		27,214.80		1,602.39		26,853.20	50.33
NET OF REVENUES & EXPENDITURES		432.00		(8,637.63)		(602.39)		9,069.63	1,999.45

CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2024 TO 09/22/2025
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2024	Total Debits	Total Credits	Ending Balance 09/22/2025
297	HISTORICAL FUND	58,420.25	727,458.63	628,516.38	157,362.50

Curwood Castle Financial Report - September 2025

Total Admits			Cash		Square		Other	
Date	Adults	Kids	Admits	Gift Shop	Admits	Gift Shop	Donations	Totals
9/1/2025								
9/2/2025	4		\$20.00					
9/3/2025								
9/4/2025	4		\$20.00	\$15.00		\$48.00		
9/5/2025	7		\$20.00		\$15.00	\$48.00		
9/6/2025	8		\$20.00		\$20.00			
9/7/2025	5	5	\$35.00	\$4.00				
9/8/2025								
9/9/2025	7	2	\$10.00	\$5.00	\$29.00			
9/10/2025	12		\$50.00	\$12.00	\$10.00			
9/11/2025	14		\$50.00		\$20.00	\$49.00		
9/12/2025	8	3	\$11.00		\$35.00	\$33.00		
9/13/2025	19	6	\$90.00		\$17.00	\$77.00		
9/14/2025	31	4	\$121.00	\$11.00	\$42.00	\$12.00		
9/15/2025								
9/16/2025	2	1	\$5.00	\$39.00	\$7.00			
9/17/2025	2		\$10.00	\$5.00		\$30.00		
9/18/2025	11		\$55.00					
9/19/2025	23	2	\$104.00	\$71.00	\$5.00			
9/20/2025	27	7	\$74.00	\$12.00	\$75.00	\$61.00		
9/21/2025	5	2	\$19.00	\$32.00	\$10.00			
9/22/2025								
9/23/2025	9				\$45.00	\$35.00		
9/24/2025	7		\$10.00	\$5.00	\$25.00			
9/25/2025	3		\$15.00				\$340.80	
9/26/2025	15	1	\$45.00	\$7.00	\$32.00	\$15.00		
9/27/2025	24	7	\$95.00	\$5.00	\$39.00			
9/28/2025	15	1	\$30.00		\$47.00	\$25.00	\$40.00	
9/29/2025								
9/30/2025	12	2	\$55.00	\$10.00	\$9.00	\$5.00		
CreditTotal					\$482.00	\$438.00		\$920.00
Cash Total			\$964.00	\$233.00			\$380.80	\$1,577.80
Totals	274	43						\$2,497.80

September 2025 Curwood Castle Gift Shop Report

Item	Price	# Sold	Square	Cash
Blueprint T-shirt Child L	\$15.00			
New Castle T-Shirt - Adult S	\$15.00			
New Castle T-Shirt - Adult M	\$15.00	1	\$15.00	
New Castle T-Shirt - Adult Large	\$15.00	1	\$15.00	
New Castle T-Shirt - Adult X Large	\$15.00	2		\$30.00
New Castle T-Shirt - Adult 2XL	\$17.00	1	\$17.00	\$17.00
New Castle T-Shirt - Adult 3XL - 5 XL	\$17.00			
Book- Bear - reprint	\$12.00			
Book - Kazan - Reprint	\$12.00			
Books -Vintage	\$12-\$20	25	\$240.00	\$76.00
Book -My Adventure to Curwood Castle	\$10.00	2	\$20.00	
Book - Mystery at Curwood Castle	\$10.00	2	\$10.00	\$10.00
Curwood Castle Ornament	\$10.00			
Curwood Castle Glass Block	\$10.00			
Coaster - Curwood Statue	\$4.00	1	\$4.00	
Souvenir Book - Gray	\$5.00	6	\$10.00	\$20.00
Glasses - Comstock Cabin	\$5.00	1	\$5.00	
Glasses - Curwood Home	\$5.00	2		\$10.00
Glasses - Gould House	\$5.00			
DVD - The Bear	\$20.00			
Postcards	\$1 / \$5	1		\$1.00
Curwood Castle Teddy Bear	\$10.00	1	\$10.00	
Mary Anderson Watercolor print	\$10.00	2	\$20.00	
Richard Harsh Curwood Castle Park Drawing	\$10.00	1	\$10.00	
Castle magnets	\$5.00	17	\$30.00	\$55.00
Owosso Maps	\$10.00	1	\$10.00	
Stickers	\$2.00	8	\$2.00	\$14.00
Castle Chocolates	\$4.00	5	\$20.00	
TOTALS			\$438.00	\$233.00
Grand Total		80	\$671.00	

September 2015 - 2024 Castle Monthly Comparison Report

	Visitors	Revenue	gift shop	donations	totals
2015	241	\$997.00	\$263.50	\$65.00	\$1,325.50
2016	409	\$1,202.00	\$188.00	\$60.00	\$1,450.00
2017	222	\$1,022.00	\$492.00	\$350.68	\$1,864.68
2018	486	\$1,057.00	\$454.00	\$45.00	\$1,556.00
2019	468	\$965.00	\$297.00	\$80.00	\$1,342.00
2020					
2021	309	\$1,367.00	\$479.00	\$85.00	\$1,931.00
2022	362	\$1,526.00	\$256.00	\$516.00	\$2,298.00
2023	445	\$2,045.00	\$557.00	\$570.73	\$3,172.73
2024	333	\$1,587.00	\$299.00	\$618.00	\$2,504.00
2025	317	\$1,446.00	\$671.00	\$380.80	\$2,497.80