

Minutes  
JENISON HISTORICAL ASSOCIATION  
August 18, 2016

Present: Ken Williams, Yvonne Williams, Mike Timmer, Gene Kort, Ronnie Aungst, Liz Timmer, Nellie DeLaat, Ruth Lowing, Linda Droog, Barb Semeyn, Sandy Wensink.

**Association/Museum Business**

Approve August Agenda: Ronnie and Gene motioned to approve as presented with the addition of the bed discussion. Carried.

Review July Minutes: Motion to approve as written was made by Mike and Sandy. Carried

Treasurer's Report: Mike and Ronnie motioned to approve as presented. Carried.

Curator/Historian's Report: Ken presented via photos

- Tour of Zeeland's Museum's new displays, use of plexi-glass and sound recorders
- Tiffany House repairs and painting of outside
- Virginia Timmer display in basement has plaque added
- New lateral file now in place in office
- Time line proof to be on 8 ½ x 14 sheets of paper and each sheet will highlight a decade.
- Ken expressed appreciation to our "team" of volunteers and all the work that is being done at the museum.
- Attendance at our Open Houses really varies with advertising in the Advance. Our Saturday July open house resulted in no visitors but 14 volunteers. An article came out in the following day's press.
- Our Tuesday morning open house had 40 people come thru plus ten more on private tours in Aug.

Township Representative's Report: Ron not present

Acquisition's Report: Barb reported she has not entered any new items this month.

Maintenance Report: was covered in Ken's photo presentation on the house.

Cleaning & Upkeep: Work has continued in the office with the flags and the new file cabinet. New sheets for recording our work progress are ready.

Master Plan/Projects: (see handout) We reviewed the projects still to be completed. Mike was asked to check on the cost of plexi-glass to cover two drawers in the dining room buffet.

October Boat Ride: Liz has tickets now available for sale. They are \$10 each and we have 130 tickets only. Mike will copy several more fliers and leave them on the printer at the museum. Members are encouraged to post them in the community.

Flag Restoration: Yvonne reported on some of her research findings on how to display and store the flags. Our 42 star flag is very rare because it was never "official". They are presented on July 4 and a new state was added on July 3, 1889. We also have a 46 star flag donated by Wallin.

- Barb made a motion to approve not more than \$250 to purchase acid free paper and storage boxes. Gene seconded. Motion carried.

Christmas Decorations: Barb shared researched information on how paper dolls and other Christmas crafts were featured in magazines which were cut out and possibly used as decorations. That and cutouts from Christmas cards were then embellished as décor. Work on our Village will continue.

2017 Open House/Special Events Calendar with themes:

- Advertising/Marketing - Liz shared pricing of different size ads in the Advance Newspaper (e.g. 1/8 of page was \$155 or \$210 for color) The consensus of the board was to continue with the web and Facebook sites, flier handouts and free advertising in newsletters, etc.

- It was brought up for discussion “Should we think about extending our open house hours or days?” It was agreed that we change our Saturday Open House hours from 1-3pm. We will keep our first Tuesday each month the same, but welcome any who stop by as workers are there.
- Reviewed and revised the 2017 Calendar as presented by Liz.
- Special Events will be determined on room availability for our meetings at the Library. Ken suggested that if we held a special event, he’d like us to look into the new Senior Center again.

2017 Budget Development: Ruth presented our actual expenses vs our income in relationship to our proposed budget. It will be revisited in October.

**Other Business**

Ken made a motion to provide funds to purchase a couple of sound recorders (Approx. \$15 ea.) to be made available for use in the house. Seconded by Barb. Carried.

Bed discussion - Ken was made aware of an upcoming auction where a bed which was purchased at the Tiffany auction was purchased. Yvonne was going to check it out, to determine if it might be original to the house. It was stated that we are not in need of a bed, but would be interested in learning the past history of it.

**Treasurer Report  
August 2016**

submitted by Ruth Lowing, Treasurer

| Date   | Num     | Transaction     | Checking Account<br>Memo | Category                        | Amount             |
|--|---------|-----------------|--------------------------|---------------------------------|--------------------|
| <b>Beginning Balance</b>   |         |                 |                          |                                 | <b>\$6,539.39</b>  |
| 7/16/16  | 2086    | Yvonne Williams | File Cabinet for Office  | Displays                        | (\$20.00)          |
| 8/18/16  | Dep     | Deposit         | Open House-August        | Donations:Open House            | \$40.00            |
| 8/18/16  | 2087    | Yvonne Williams | File Cabinet for Office  | Displays                        | (\$27.83)          |
| 8/27/16  | Dep     | Deposits        | School Tour              | Donations:School Tour           | \$23.50            |
|  |         |                 | New Members (2)          | Membership Dues                 | \$20.00            |
|  |         |                 | Private Tour             | Donations:Private Tour          | \$50.00            |
|  |         |                 |                          | Activity for report period      | \$85.67            |
|  |         |                 |                          | <b>Checking Account Balance</b> | <b>\$ 6,625.06</b> |
| <b>Petty Cash</b>  |         |                 |                          |                                 | <b>\$50.00</b>     |
|  | 12/1/12 |                 |                          |                                 |                    |
|  |         |                 |                          | <b>Petty Cash Balance</b>       | <b>\$ 50.00</b>    |
| <b>ENDING Accounts BALANCE</b>   |         |                 |                          |                                 | <b>\$6,675.06</b>  |
|  |         |                 |                          | <b>2015 Retained Earnings</b>   | <b>\$6,280.03</b>  |
|  |         |                 |                          | Total Income 2016               | <b>\$1,266.82</b>  |
|  |         |                 |                          | Total Expenses 2016             | <b>(\$921.79)</b>  |
|  |         |                 |                          | Checking Account Balance        | <b>\$6,625.06</b>  |
|  |         |                 |                          | Petty Cash Box                  | \$50.00            |
|  |         |                 |                          | <b>Cash on Hand</b>             | <b>\$6,675.06</b>  |
|  |         |                 |                          | Receivables                     | \$0.00             |
| <b>Total Equity</b>  |         |                 |                          |                                 | <b>\$ 6,675.06</b> |
| <b>SPECIAL FUND-RESTORATION PROJECT-ENDING BALANCE (note, this balance is part of the total Cash on Hand above</b> |         |                 |                          |                                 | <b>\$ 101.68</b>   |