



**AGENDA**  
**Dublin Historical Society Board Meeting Minutes**  
**January 12, 2021**

Meeting conducted using Google Meet

**Attendees:** Keyburn Grady (first 15 minutes), Melinda Hardman, Tom Holton, Amy Kramb, Marlen Mathias, Clayton Rose, Kevin Simmons (last 10 minutes), Nick Vesha, and Lisa Wilson

- I. **Call to Order** – Tom Holton
- II. **New Trustee Candidate** – Tom Holton
  - a. Introduction of Kevin Simmons by Keyburn Grady
  - b. Vote to elect new trustee, Kevin Simmons. Motion by Clayton Rose. Second by Marlen Mathias. Motion Approved.
- III. **Treasurer's Report** – Clayton Rose
  - a. All deposits are in for 2020. Clayton needs a copy of the PO Box key.
  - b. Vote to approve treasurer's report. Motion by Marlen Mathias. Second by Amy Kramb. Motion Approved.
- IV. **Meeting Minutes** – Amy Kramb
  - a. Vote to approve of meeting minutes from Sept, Oct, Nov & Dec 2020. Minor corrections provided by Tom Holton and by email from Melinda Hardman. Motion to approve as amended made by Clayton Rose. Second by Marlen Mathias. Motion Approved.
- V. **2021 Calendar** – Amy Kramb
  - a. Board Meetings
    - i. Continuing with the 2<sup>nd</sup> Tuesday of each month
    - ii. Start time stays at 6:30
    - iii. Notice method – Google Calendar Evite and reminder email
  - b. Coffman Open Houses
    - i. Time: 1-3 pm
    - ii. Sunday Dates: May 2, June 13, July 11, August 8, Sept. 12
    - iii. Volunteers needed in April to prepare the house
    - iv. Volunteers docents needed for each Sunday its open
  - c. Special Meeting – 2021 Society Planning Session
    - i. Outside of tonight's meeting, the Board needs to set its priorities and goals for 2021. What must the Society accomplish in 2021 (i.e. a need) and what would the Society like to accomplish (i.e. a goal)? For example,

one priority is to identify officers and trustees for 2022, and another is to establish committees (in addition to the 2 we will discuss tonight). We will prepare a proposed agenda to guide the discussion.

- ii. Meeting scheduled for 1/26 at 6:30 pm. Amy Kramb to send out a Google Evite and a reminder email with agenda prior to the meeting.

- VI. **Collections Committee** – Tom Holton
  - a. Melinda Hardman to serve as Chair
  - b. Nick Vesha to serve as additional board member
  - c. Jane Fox to serve as non-board member. Amy Kramb to send Jane Fox an email confirming the appointment.
- VII. **Nomination Committee** – Tom Holton
  - a. A primary goal of 2021 is to find candidates for President, Vice President, Secretary, and Trustees for 2022.
  - b. Need at least 1 board member to lead the search committee. Will discuss this further at the Special Meeting on 1/16/2021.
- VIII. **Historic Dublin Task Force Updates** – Clayton Rose
  - a. The task force has completed its mission. The plan was presented to City Council on 1/4/2020.
- IX. **Architecture Review Board Updates** – Amy Kramb
  - a. The ARB has seen some informal reviews for new houses on S. Riverview and S. High Street, but there are presently no new formal applications on the agenda.
- X. **Website Updates** – Amy Kramb
  - a. Amy Kramb received the login credentials for the website and has update basic content with 2021 dates and information including donor recognition.
  - b. The Society needs to identify an individual to manage the website, but for now, Amy Kramb will make basic updates.
  - c. Clayton Rose, Amy Kramb, and Gayle Holton will work together to transfer the GoDaddy billing from Gayle Holton Designs to the Society.
  - d. Clayton Rose will look into possible payment methods to accept donations online.
- XI. **School House Video** – Amy Kramb
  - a. Amy Kramb played the video created by intern Emma Pace.
  - b. In the spring when the barn is cleaned, new footage will be shot to replace some of the shaky images at the beginning of the video.

- XII. **Society Newsletter Update** – Tom Holton & Marlen Mathias
  - a. Amy Kramb to send Marlen Mathias the newsletter template created by intern Emma Pace. Marlen will try to input the data and create a winter 2021 newsletter.
- XIII. **City Grant Money, Headset Updates** – Tom Holton
  - a. The walking tour headsets have shipped.
- XIV. **Leadership Dublin & Society** – Tom Holton
  - a. Leadership Dublin started its latest class which will continue through May.
  - b. Hidden Treasures Program
  - c. May 15 program and walking tour – Tom Holton invites board members to attend.
- XV. **Veteran’s Cemetery Project** – Tom Holton
  - a. Keyburn Grady mentioned that two teachers from Dublin City Schools would be interested in helping with the project.
  - b. Tom Holton presented the plan to assist Jeff Noble of the VFW with the project. The VFW would be responsible for implementing the project and the Society would merely advertise the project and help find project volunteers. The VFW would coordinate volunteers and the collected information.
- XVI. **Additional Comments/Open Discussion** – Monitored by Tom Holton
  - a. Cabin Relocation – Tom Holton indicated that the City received the grant for re-building the Riverside Drive cabin. The City is considering Ferris Wright Park and Thaddeus Park as alternatives and seeks the Society’s input. Tom Holton will forward to the Board an email from the City regarding the site locations.
  - b. The City has installed a new alarm system at the Coffman House which should be active later this week.
- XVII. **Adjourn Meeting** – Tom Holton