



HISTORICAL MUSEUM BOARD OF TRUSTEES MEETING AGENDA

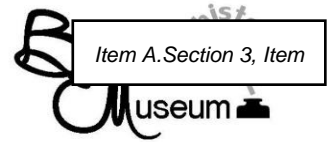
Tuesday, July 18, 2023 at 7:00 PM

15 East Franklin Street Bellbrook, Ohio 45305

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE MINUTES**
 - [A.](#) Approval of the March 28, 2023 Meeting Minutes
4. **OLD BUSINESS**
 - A. Discussion about temporary help needed
 - B. Curator Update
5. **NEW BUSINESS**
 - A. Introduction of Alix Holmes
 - [B.](#) May 2023 Discussion Topics
6. **OPEN DISCUSSION**
7. **ADJOURNMENT**

**BELLBROOK HISTORICAL MUSEUM
BOARD MEETING
March 28, 2023**



Call to Order - Chairman Dwight Bartlett called the meeting to order at 7:04 PM.

Attending - Dwight Bartlett, Elaine Middlestetter, David Casler, Pete Wixted, Janis Stratis, Guest; Melissa Jones

Approval of Minutes – The minutes of the last regular meeting of September 27, 2022 were approved as read. There was no meeting due to lack of a quorum for the month of November, 2022. There was no regular meeting scheduled in the month of January, 2022.

OLD BUSINESS:

Museum Building Restoration – The museum renovations are now coming to an end. The last phase is getting new window sashes. The frames and sills also remain to be done. Dwight has met with the city to identify various projects to be addressed to preserve the integrity of the museum. The city, YBR brick donations, along with the Historical Society donations, have made it possible for the museum building restoration. Once the logs were exposed, they were in such good shape, that it was decided not to cover them up. The Crowl building is still ongoing. The museum security system is currently disabled and needs to be updated with cameras and alerts.

Digital Progress – There are still photos that need to be processed. Our overall inventory has been done quite a while ago. Our Past Perfect program is working well. We are about 90% done.

Wagon – The wagon renovation is still ongoing. Ideally, we will have volunteers to help during workshops that will be scheduled.

Yellow Brick Road – We currently have four orders. Five orders are needed to place an order to obtain free shipping. Janis Stratis and Elaine Middlestetter will be set up at the museum during the Sugar Maple Festival, with brick information to inform the public and possibly obtain more orders.

Third Grade Museum Tour – Steve Berryhill and Pete Wixted are preparing for the 3rd Grade Tours. Melissa Jones pointed out that with the Ohio Revised Code in place, that any volunteers need to be fingerprinted and also have a background check.

YouTube Museum Series – In conjunction with the museum tours, Pete Wixted envisions setting up various types of our museum tours online. This would be for the purpose of guests from around the country to be able to see our museum from the web. The clips could be highlighted in multiple ways; from a basic museum tour, as well as our “haunted” tours that we historically have held in the fall. This would be a significant way in expanding our presence through social media and for those who may have moved away, to once again experience their hometown.

NEW BUSINESS:

Curator – Due to her ongoing back injury, Judy Carr is no longer able to continue on as curator for the museum. Melissa Jones reported that the position has been posted. To date, there is one application in and another interested party.

Rotating Room – Pete Wixted is planning on contacting Alice Wiseman regarding ideas for the Rotating Room. Dwight Bartlett suggested having the museum restoration pictures as a featured exhibit, as well as our corner cupboard being displayed. In addition, he is hoping there is a booth with all of the Sugar Maple plates made available for the public. Time is of the essence to have all in place for the festival.

Meeting Adjourned – Dwight Bartlett closed the meeting at 8:22 pm.

Respectfully Submitted,

Janis Stratis
Recording Secretary

The following provides notes and updates on topics that may or may not need decisions and/or further discussion for the record.

- The museum is still without any type of security system as the alarm system was turned off when the front door was removed for repair and it has not been re-activated. The consensus of the board is that some type of security system needs to be installed to protect not only the contents of the museum, but the curator when working alone. Elaine volunteered to remind the City Manager of this concern. It is also the board's understanding that all the repair and renovation work that was contracted with Dart has been completed. Remaining tasks will be done by either city staff or individually contracted.
- The Sleepy Tom exhibit will be up through July. Dwight will contact Alice Wiseman for recommendations for a new display for August through October. If it can be created in time, a photo exhibit using old photos and drone photos of the same area may be possible. A Christmas/holiday theme will be installed for November and December. No exhibits in January/February as the museum is closed those months.
- The Sugar Maple Festival was a success. The restoration of the log exterior caught the attention of festival goers and having a "barker" invite folks in worked so well that it will be done again. Over 172 people signed the visitor's book, but many more did not. The Sleep Tom storytelling by Pete Wixted was a huge draw as well. Rotating short story tours will be on the 2024 festival plan.
- Nine third grade class tours were conducted over a period of two weeks. The tours went smoothly, but scheduling with the school remains a concern. Pete Wixted will give a presentation on Stephen Bell to the 8th grade class.
- Ascensions: Alice Wiseman donated a set of 14 hand-crafted wooden miniatures of Old Village buildings Bellbrook by Darlene.
- Also presented for consideration were:
 - A 2023 Sugar Maple Festival mug donated by the Bock Family Brewery
 - A print of a pencil drawing of the Washington Mill Covered Bridge donated by Julie Cosgrove, FL
 - Two (2) 1999 Sugar Maple plates, completing the collection already at the Museum donated by the 2023 Sugar Maple Festival Committee Chair
 - One complete set of Sugar Maple Festival Plates donated by Pamela Dexter Tate, Cambridge, Ohio
 - The following items were donated by Pat McCally, Tipp City, Ohio

A fabric handbag	1 each white handkerchief with blue flowers
1 Pair of Ivory earrings in Box	1 each doily lace on four edges
1 each pressed glass candy dish	1 each oval doily with embroidered flowers
1 each pressed glass small goblet	1 each baby blanket light weight with children/flowers
1 each porcelain tea pot	1 each knit baby bonnet white and blue
1 each metal whisk with 3 crown blue/gold symbol on handle	

1 pair knit gloves, white	
1 each wooden handle, metal noodle cutter	1 each small glass bottle with metal screw top
1 each wooden bead necklace, brown	1 each small glass pitcher used for church services
1 each wooden bead necklace, green broken	1 each pressed glass candle holder
1 each wood bracelet	
1 each white handkerchief with yellow flowers and green stems	
1 each white handkerchief with fancy embroidery at one corner	
1 each white handkerchief with fancy embroidery at four corners	