



CITY OF MADISON HEIGHTS
LIBRARY - 240 W. 13 MILE RD.
HISTORICAL COMMISSION MEETING AGENDA
APRIL 10, 2024 AT 6:30 PM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

1. Approve minutes of January 10, 2024.

MEETING OPEN TO THE PUBLIC

REPORTS

2. Historical Commission Work Plan 2024-2025

UNFINISHED BUSINESS

3. Follow-up on motion from October 11, 2023 that Experiencing Madison Heights subcommittee work with C&G news for an ongoing column.
4. Follow-up on motion from January 10, 2024, to pursue Naming Madison Heights recommendation honoring Swanson, Ross, and Mills.
5. Heritage Rooms Hours and/or Volunteer Schedule

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: clerks@madison-heights.org at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Historical Commission Meeting
Madison Heights, Michigan
January 10, 2024

A Historical Commission Meeting was held on Wednesday, January 10, 2024 at 6:30 PM at
Library - 240 W. 13 Mile Rd.

CALL TO ORDER

at 6:31 by Staff Liaison Verdun-Morris.

**Motion by Bliss, supported by Scott, to appoint Covert as Chair for today's meeting.
Passed unanimously.**

ROLL CALL

PRESENT:

Council Representative Mark Bliss
Rebecca Chambliss
Martha Covert
Martha Kehoe
Robert Konenske
Jason Kowalski
Margene Scott
Justin Suarez
Cheryl Suiter

ALSO PRESENT:

Council Alternate Sean Fleming
Staff Liaison Vanessa Verdun-Morris

**Motion by Bliss, supported by Kehoe, to excuse those members who gave notice. Passed
unanimously.**

EXCUSED:

Chair Jennifer Ballantine
Pat Ross
Kevin Wright

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

1. Minutes from October 11, 2023

**Motion by Kehoe, supported by Scott, to approve minutes from October 11, 2023.
Passed unanimously.**

MEETING OPEN TO THE PUBLIC

Adam introduced himself as a former member of the Historical Commission.

Colton introduced himself as the son of Historical Commissioner Chambliss.

REPORTS

Verdun-Morris reported the Heritage Rooms computer is working, a printer/scanner was ordered, and one security camera is available in the hallway. IT has access to video recordings. For live video, IT needs to provide a unique link to the commissioner's email address. The link and video stream expire after 24 hours.

Scott reported the Department of Public Services is ordering additional shelves for the Heritage Rooms.

Bliss reported a History of Music display should be ready for April, with a live event in the Active Adult Center dining room, followed by a walk to Heritage Rooms.

WORK PLAN REVIEW

2. Historical Commission Work Plan Report for FY 2023

FINAL REPORTS:

Naming Madison Heights: Bliss reported that 2023 locations were named after Gary McGillivray, Bob Corbett, and Bob Gettings. An official process is now in place to recommend names to council. Martha Kehoe and Martha Covert volunteered to be on committee.

Experiencing Madison Heights: Bliss reported the exhibit area in the library was the biggest accomplishment. The grand opening display was well-received.

Digitizing Madison Heights: Councilman Fleming reported that getting the printer is a big move forward. The Heritage Rooms computer is now working.

3. Historical Commission Work Plan 2024-2025

Experiencing Madison Heights: Scott reported they are hoping to do reenactments with scout groups.

Naming Madison Heights: Bliss reported the committee suggests honoring Ed Swanson, Lindell Ross, and Alva Mills.

Motion by Chambliss, supported by Suarez, to pursue Naming Madison Heights recommendation honoring Swanson, Ross, and Mills. Passed unanimously.

The committee will identify locations with staff and bring back to commission for council recommendation.

Digitizing Madison Heights: Fleming reported committee is reviewing copyright restrictions and will be requesting photographs from residents.

UNFINISHED BUSINESS

Memorial Request from October 11, 2023, meeting: Scott reported she contacted Ron Binienda's wife and conveyed that while he couldn't be carved into monument, he would be honored on the Wall of Heroes if a photo was supplied.

NEW BUSINESS

4. Heritage Rooms Hours and/or Volunteer Schedule

Commission discussed the state of rooms and possibly reopening in April.

Chambliss motioned, supported by Scott, that key fobs to City Hall elevator door be provided to Chair and Vice Chair. Passed unanimously.

5. Elect Vice Chair.

Suiter motioned, supported by Kehoe, to nominate Scott as Vice Chair. Scott accepted nomination. Passed unanimously.

Scott motioned, Kehoe supported, to nominate Chambliss as Treasurer. Chambliss accepted nomination. Passed unanimously.

ANNOUNCEMENTS

Scott reported Mary Merkle and Lee Davids passed away. The Yearbook and Research Library in the Heritage Rooms are named after Joy & Lee Davids. Joy David passed in 2018.

ADJOURNMENT

Adjourned at 8:22 p.m. by Chair Covert.

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Historical Commission Work Plan 2024-2025

Name of Project, Goal	Benefit if completed	Resources Needed (staff support, subcommittee, fundraising)	2024 & 2025 Measures of Success	Priority	January 2024 Update	April 2024 Update	October 2024 Update
Experiencing Madison Heights	Improve the Heritage Rooms experience, including reenactments and school lessons	Advertising, Physical Space <i>Subcommittee: Ballantine, Wright, Scott, Mier</i>	Increase attendance in Heritage Rooms	1	Scott reported they are hoping to do reenactments with scout groups.		
Naming Madison Heights	Bring awareness and recognition to founders and pioneers	Display <i>Subcommittee: Bliss, Scott, Kehoe, Covert</i>	Annually recognizing founders and notable people from the city	2	Bliss reported the committee suggests honoring Ed Swanson, Lindell Ross, and Alva Mills.		
Digitizing Madison Heights	Preserve history	Money, Audio/Video Equipment <i>Subcommittee: Fleming, Bliss, Suiter</i>	Increase digital copies of museum items	3	Fleming reported committee is reviewing copyright restrictions and will be requesting photographs from residents.		

Board and Commission Work Plan Guidelines and Process

The City Council will vote on the board and commission work plans annually. Work plans are due by January each year and should consist of up to three priorities. The City Council will ask the Board or Commission Chair to present the work plan to the City Council.

- Review purpose of the Board or Commission: The Historical Commission works to collect and preserve historical material relating to the history of the City and surrounding area.
- Discuss any City Council priorities for the Board or Commission: Library Exhibit Room.
- Discuss existing and possible projects, priorities, and goals. Order from high priority to low priorities.
- Finalize work plan for City Council review.
- Use approved work plan as a guide to focus the board and commission work throughout the term of the work plan. (Initially 1 year for 2023 and 2 years after that with updates after the first year.)
- Present report to the City Council annually and include: List of priorities, projects, and goals; Status updates; If items are not complete, include why and any other additional details to share with the Council.

[illegible]