



CITY OF MADISON HEIGHTS

HERITAGE ROOMS IN CITY HALL BASEMENT, 300 W. 13 MILE RD.

HISTORICAL COMMISSION MEETING AGENDA

APRIL 12, 2023 AT 6:30 PM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

PRESENTATION

- [1.](#) Special Tribute Honoring Barbara Gerald

APPROVAL OF MINUTES

- [2.](#) Approval of minutes from January 2023.

MEETING OPEN TO THE PUBLIC

REPORTS

- [3.](#) Chair & Vice Chair Updates - Ballantine

Chair Tanya Graettinger's term on the Historical Commission expired. Jennifer Ballantine is Acting Chair at this meeting.

- [4.](#) Naming Committee - Chair Bliss, Lee
- [5.](#) Experiencing Madison Heights Subcommittee - Chair Ballantine, Wright, Scott, Mier
- [6.](#) Digitizing Madison Heights Subcommittee - Chair Fleming, Bliss, Suiter

UNFINISHED BUSINESS

- [7.](#) Historical Commission Work Plan 2023
- [8.](#) Heritage Rooms Volunteer Schedule

NEW BUSINESS

- [9.](#) Historical Commission Work Plan 2024
- [10.](#) Library Exhibit Space

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.

SPECIAL TRIBUTE

Barbara Geraldts

LET IT BE KNOWN that in grateful recognition of her loyal service to the people of Madison Heights, **Barbara Geraldts** is being honored with this special tribute from the Madison Heights Historical Commission.

In 1961, Barbara Geraldts moved to Madison Heights, Michigan with her family. As the mother of 5, Barbara was very active as a PTA member, Cub Scout Den Mother, Area Girl Scout Chairman, and later as a Senior Girl Scout Co-Leader when raising her granddaughter.

Barbara was a compassionate Lamphere Schools teacher for 32 years, admired for her bright smile and deep care for her students. She received her Master's Degree as a Reading Specialist at Oakland University, and served four years as the class sponsor for the Class of 1989.

Barbara was especially active with the General Federation of Women's Clubs. She was Charter President of GFWC Madison Heights Intermediate Women's Club in 1977. She served as president twice, Southeastern District President for 4 years, and GFWC MI Secretary for 4 years. She was honored as a Ms. Federation 2004, Woman of Achievement 2006, and MHIWC Volunteer of the Year 2001.

Barbara was a long-time member of Stagecrafters, the Historical Commission and Madison Heights Community Round Table. She received the City of Madison Heights Volunteer of the Year 2006, MHCRT Volunteer of the Year 2001 and MHCRT Volunteers of the Year with the Family of Monte Geraldts 2011.

IN SPECIAL TRIBUTE, therefore, this document is signed and dedicated to honor the life of **Barbara Geraldts**. May the legacy of **Barbara Geraldts** continue to inspire future generations of people in Madison Heights.



Jennifer Ballantine, Acting Chair
Madison Heights Historical Commission
April 12, 2023

Historical Commission Meeting
Madison Heights, Michigan
January 11, 2023

A Historical Commission Meeting was held on Wednesday, January 11, 2023 at 6:30 PM at City Hall - Heritage Rooms, 300 W. 13 Mile Rd.

CALL TO ORDER

at 6:38 pm by Chair Graettinger.

ROLL CALL

PRESENT

Jennifer Ballantine
Rebecca Chambliss
Tanya Graettinger
Martha Kehoe
William Mier
Margene Scott
Cheryl Suiter
Kevin Wright
Council Representative Mark Bliss
Ex-Officio Council Alternate Sean Fleming
Ex-Officio Staff Liaison Vanessa Verdun-Morris

ABSENT

Nicholas Cobb
Deliza Lee
Lila Richards
Justin Suarez

EXCUSED

Patricia Ross

ADDITIONS/DELETIONS

Motion to excuse Ross.

Motion made by Scott, Seconded by Chambliss. Unanimously approved.

Add attendance policy as #9.

APPROVAL OF MINUTES

1. Approve minutes from October 12, 2022.

Approved with correction of spelling for Jennifer Ballantine's last name.
 Motion by Scott, Seconded by Ballantine. Unanimously approved.

MEETING OPEN TO THE PUBLIC

REPORTS

2. Naming Committee - Chair Bliss, Graettinger, Lee
 Did not meet.
3. Experiencing Madison Heights Committee - Chair Ballantine, Wright, Scott, Mier
 Did not meet.
4. Digitizing Madison Heights Committee - Chair Fleming, Bliss, Graettinger, Suiter
 Did not meet.

UNFINISHED BUSINESS

5. Historical Commission Work Plan 2023
 Bliss reported work plan approved by Council.
 Motion to appoint Martha and Rebecca to the Experiencing Madison Heights committee.
 Motion made by Wright, Seconded by Graettinger. Unanimously approved.
6. Heritage Rooms Volunteer Schedule
 Discussion on how to reassemble the rooms and keeping the same hours, plus possible addition of Saturday hours in future. Verdun-Morris will check on keys and who should have them.
 Motion to send a letter requesting a response to commissioners who haven't been here for three meetings.
 Motion made by Kehoe, Seconded by Scott. Unanimously approved.

NEW BUSINESS

7. Identification Badges – Informational Item Only
 Margene suggested shirts be made for new commission members by Mr. Daniels who lives in Madison Heights but has a shop in Hazel Park. Margene will volunteer to connect with him.
8. Review Park/Facility Naming Policy
 Motion to recommend that council remove the criteria that a person be deceased more than 2 years, and name the Library Teen Room for Bob Corbett, Pickleball Courts for Bob Gettings, Ambassador Park for Gary McGillivray.

Motion made by Scott, Seconded by Kehoe. Unanimously approved.

9. Attendance Policy

No further discussion due to previous motion to send response letters.

10. Barbara Gerald's Proclamation

Wright requested further addition to agenda.

Motion to create a Proclamation honoring Barbara Gerald's.

Motion made by Wright, Seconded by Chambliss. Unanimously approved.

ADJOURNMENT

Adjourned at 7:56 pm.

Motion made by Mier, Seconded by Kehoe.

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.

Robert J. Corbett Jr.

December 20, 1954 - March 25, 2022

Robert "Bob" Corbett was a City Council member and lifelong resident of Madison Heights, Michigan. The library's youth room was chosen to honor Mr. Corbett for his commitment to the library and creating accessible playgrounds throughout Madison Heights. In addition to serving on several boards and commissions, Mr. Corbett sponsored numerous Little League Baseball Teams.

Historical Commission Work Plan 2023

Name of Project, Goal	Benefit if completed	Timeline for Completion	Resources Needed (staff support, subcommittee, fundraising)	Measure of Success	Priority
Experiencing Madison Heights	Improve the Heritage Rooms experience, including reenactments and school lessons	Six months after Heritage Rooms restoration completion	Advertising, Physical Space	Increased attendance in Heritage Rooms	1
Naming Madison Heights	Bring awareness and recognition to founders and pioneers	When the library reopens, in March 2023, with updates ongoing	Library Display	Wall in the library displaying landmarks and history of names, and a visual and digital presence	2
Digitizing Madison Heights	Preserve history	2024, with updates ongoing	Money for services, Audio and Video Recording Equipment	Digital copy of museum items	3

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. Work plans should include if there is intent to use subcommittees or additional City staff to assist in the Board or Commission work for the year ahead.

To guide the work of developing the board or commission annual work plan, a short checklist is provided below:

- Review purpose of the Board or Commission
- Discuss any City Council priorities for the Board or Commission
- Discuss existing and possible projects, priorities and goals
 - Order from high priority to low priorities
- Finalize draft 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.

Date	Full Shift	First Half		Second Half	
	3pm - 7pm	3pm - 5pm (#1)	3pm - 5pm (#2)	5pm-7pm (#1)	5pm-7pm (#2)
Tue, Apr 18, 2023	Rebecca Chambliss	Tanya Graettinger	Margene Scott	Sean Fleming	Kevin Wright
Tue, May 02, 2023		Cheryl Suiter		Kevin Wright	Bill Mier 5:45-7: Jennifer Ballentine
Tue, May 16, 2023	Rebecca Chambliss	Martha Kehoe	Margene Scott		
Tue, Jun 06, 2023					
Tue, Jun 20, 2023					
Tue, Jul 04, 2023					
Tue, Jul 18, 2023					
Tue, Aug 01, 2023					
Tue, Aug 15, 2023					
Tue, Sep 05, 2023					
Tue, Sep 19, 2023					
Tue, Oct 03, 2023					
Tue, Oct 17, 2023					
Tue, Nov 07, 2023					
Tue, Nov 21, 2023					



Display Counter



Cabinet on Left for Storage