

COVERT TOWNSHIP
HISTORICAL MUSEUM ADVISORY COMMITTEE
Tuesday, August 20 2024, Noon
Covert Historical Museum, 33805 M-140 Hwy, Covert, MI 49043
(269) 764-8986

MEETING MINUTES

Chairperson M. Clayton, called the meeting to order at 12:00 PM

Present: D. Cook, M. Clayton, M. Bennett

Absent: C. Zwenger, P. Jackson

Motion by D. Cook, supported by M. Clayton, to approve the agenda with the following changes: add discuss the Museum Manager/Volunteer Roles, review a donation request, discuss the upcoming speaker event, remove the School Backpack Giveaway due to the date having passed, and change “April” to “July” for the 17th Draft Minutes.

Carried.

Motion by M. Bennett, supported by D. Cook, to approve the July 17, 2024 Meeting Minutes, with minor changes.

Carried.

Public Comments

L. Brigham commented on the floor needing work and contractors to recommend were discussed.

J. Robinson commented that a rusty register on the stairs at the entrance needed to be replaced or painted.

ONGOING BUSINESS

Safe/Fire Proofing Closet/ Vault at Township

Consensus was to research more solutions for the vault, as there are many artifacts that need preservation. The most valuable will be moved to the

Township Hall's vault for now. M. Clayton and M. Bennett will arrange moving them.

Donation Policy/ Donation Fact Sheet

The policy and fact sheet that was shared with the Museum Advisory Committee in early 2023, but never formally adopted by the Township Board.

Motion by M. Bennett, supported by D. Cook, to remove the portion regarding temporary custody and recommend the revised Donation Policy and Fact Sheet to the Township Board for adoption.

Carried.

Media and Communication Update- website & email

Township Staff is diligently working on restoring the Museum web site. The email is set up but not yet on the museum computer. D. Cook will work with staff to set it up on Friday. Office Staff still has limited access to Facebook. J. Robinson will work with staff to get full access.

Museum Manager and Volunteer Roles

D. Cook and M. Bennett presented a draft of the Museum Manager Duties and the Museum Volunteer Duties.

Motion by M. Bennett, supported by M. Clayton, to recommend the Museum Manager Duties and Museum Volunteer Duties presented, with the addition of detailing how a Museum Manager is appointed.

NEW BUSINESS

Upholster Chairs

A member of the public has offered to re-upholster the furniture in the museum. Volunteers will research historical significance of the chairs and get a sample of the fabric to consider at the next meeting.

Hispanic Parade- September 14, 2024

The Historical Museum has been invited to participate in the parade. J. Robinson and her husband can drive and will reach out to two students about

holding a banner. M. Clayton will send out requests for volunteers.

Donation Request Received July 30, 2024

A Donation Request Form for nine school books was submitted to the committee. It was determined that there was not enough information on the items - specifically the historical significance to Covert Township - and many similar artifacts are already in the Museum's possession.

Motion by M. Bennett, supported by D. Cook, to recommend the Township deny the Donation Request Form submitted on July 30, 2024, as presented.

Carried.

OTHER BUSINESS

Green Book Request

An open request was received regarding locating the site of historical buildings that were in the Green Book. It is well known that Covert Township was open to providing services to black citizens and was documented in the Green Book. Old addresses remain, which are difficult to locate due to the changes in mapping. It was suggested that someone continue to research and reach out to the Post Office. L. Brigham has volunteered to do more research.

H. Llerena Speaking Event

Volunteers discussed what time to open the museum, whether a table will be set up at the Fire Department for the Pancake Breakfast, and items to include. D. Cook will ensure the space is set up for the speaker. M. Clayton will send out correspondence for volunteers.

Van Buren Historical Museum

Members have been invited to the VB Historical Museum's History Day on 9/22/24.

M. Clayton moved to adjourn at 12:52 pm.

Next meeting is scheduled for Tuesday, September 17th at noon,