

Covert Township, Michigan  
Historical Museum Advisory Committee  
Monday, November 18, 2024 @ Noon  
Covert Township Hall: 73943 E. Lake Street, Covert, MI 49043

MEETING MINUTES

Meeting was called to order by Chair Marjorie Clayton at 12:05 pm.

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

Absent: P. Jackson

Motion by D. Cook, supported by L. Brigham, to appoint D. Cook as secretary for the meeting.  
CARRIED

Motion by D. Cook, supported by M. Bennett, to approve the agenda with no changes.  
CARRIED

Motion by M. Clayton, supported by M. Bennett, to approve the draft minutes from the September 23, 2024 meeting, as presented. CARRIED

**PUBLIC COMMENT**

Jean Robinson asked about where to place Miguel Llerena's picture in the museum. Consensus was to place it with the Llerena family display. Ms. Robinson also asked if there were options to safely display the glass vintage fire extinguisher grenade. D. Cook will reach out to Fire Chief Allen for advice on draining the liquid chemical. Scott Club in South Haven will be hosting an informational presentation on the local Pokagon community and history.

**ONGOING BUSINESS**

**Chair Upholstery** - Motion by L. Brigham, supported by D. Cook, to approve permitting Michelina Dominguez to re-upholster two chairs at the museum by the next season at no cost, with the fabric presented. CARRIED

**Museum Manager** – The search for a museum manager is still underway. It was suggested we discuss this volunteer position with other museums to see if we can identify a person to take on this role. It was also suggested that we schedule a visioning session in the spring to help move exhibit improvements forward. D. Cook shared that Kiwanis is a volunteer organization that may be able to help. Expectations of the manager were discussed and consensus was that the individual would be expected to attend all advisory committee meetings, volunteer time at the museum when it is open and at special events, and complete tasks as assigned by the advisory committee in a timely manner.

**Floor Refinishing** – D. Cook shared that the Township Board tabled any improvements until a full walk through and budget is formulated. D. Cook, M. Bennett and DPW Manager will do a walkthrough to begin that process.

**Informational Frames** – not yet purchased. D. Cook to follow up with office staff.

**Donation Application** – D. Cook is working on a policy for the Township Board to consider based on their feedback. The board prefers the Museum Advisory Committee make decisions on donations. Discussion ensued on record keeping and cataloging all artifacts as an ongoing project for volunteers. M. Bennett gave an update on the Green Book locations and may have located La Maison Hotel.

### **NEW BUSINESS**

**Museum By-Laws** – Office staff had difficulty finding the adoption of the by-laws in previous minutes. J. Robinson recalls the motion and volunteered to locate the minutes.

**Next Meeting** - December meeting is cancelled. Next meeting will be Tuesday, January 21<sup>st</sup> at 1pm.

### **ADJOURN**

Motion to adjourn by M. Clayton at 1:15pm.

*Respectfully Submitted by Daywi Cook, Secretary and Board Liaison*