



Cass County Historical Commission

Officers: Ron McAdam, Chairperson, Vice Chairperson - Allen Butchbaker – Jane Bergman, Secretary/Treasurer - Members-at-Large: Dianna McGrew - Ann File - Jean Schultz - Nate Robinson - Amy East

BOARD MEETING AGENDA

Kincheloe Room
Cass County Building
120 N. Broadway
Cassopolis, MI 49031
July 8, 2021 – 5:00 p.m.

- I. Call to Order – *Chairperson Ron McAdam*
- II. Roll Call
- III. Approval of the Agenda
- IV. Approval of Minutes
 - a. June 10, 2021 meeting
- V. Financial Report
- VI. Bills
- VII. Old Business
 1. Newton House painting project
 2. Committee report
 3. Commissioner visit
- VIII. New Business
 1. Newton House lease discussion
 2. Haas Alarm Systems
- IX. Public Comment
- X. Adjournment

CASS COUNTY HISTORICAL COMMISSION

MEETING MINUTES

Date June 10, 2021

Time: 5:05 p.m.

Board Members present: Ron McAdam X, Allen Butchbaker X, Jane Bergman X, Amy East X, Annie File X, David Kring X, Dianna McGrew _____, Nate Robinson X, Jean Schultz X

Also present: Janeen Godfrey, Char Heimstra, Ann Killian, Zane Lankford, Jill Vitalik.

The meeting was called to order by Chair Ron McAdam at 5:05p.m.

Approval of the Agenda: A motion was made by Allen Butchbaker to approve the agenda, seconded by Nate Robinson and the motion carried.

Approval of Minutes: A motion was made by Allen Butchbaker to approve the minutes of May 13, 2021. Seconded by Nate Robinson and the motion carried.

Financial Report: Chair Ron McAdam reported that the current balance of \$12,506 included \$6,000 transmitted from the Cass County Historical Society for painting of the Newton House. A motion was made by Annie File to approve the financial report. Seconded by Allen Butchbaker and the motion carried.

Bills: Vice Chair Allen Butchbaker asked for clarification on the number of bills paid to Midwest Energy Corporation. Chair Ron McAdam explained that several of the bills had inadvertently been paid twice and that the overpayment had been rectified. A motion was made by Allen Butchbaker to approve payment of the May bills. Seconded by Nate Robinson and the motion carried.

Chair Comments

- a. Annual Report Video: Chair Ron McAdam showed members of the board a video presentation that he and Kay McAdam produced showing ariel shots and footage of the interior of the Newton House. This video was produced for the Board of Commissioners and presented as part of the Chair's annual report.
- b. 2021-22 Budget: Chair Ron McAdam had asked that the Commissioners increase the budget for the Historical Commission from \$9,000.00 to \$12,000.00. He also requested a one time line item amount to cover the cost of repainting the Newton House. These requests would be presented at the next meeting of the Board of Commissioners.
- c. County Purchasing Policy/Bids for the Newton House: Chair Ron McAdam explained that the County requires three bids be sought and submitted on

expenditures above \$20,000.00 There was some question as to whether the bids that the Historical Commission had received were sufficient. The painting of the Newton House would be reviewed under this policy. Zane Lankford asked if the quotes included structural repairs, for example the replacement of boards found to be damaged. Ron said that this could be discussed at our next meeting.

- d. Board Member Responsibilities: Ron noted that members of the board were not reliably preparing for the Historical Commission's monthly meetings. He reiterated the expectation that each board member read the contents of the packet that is sent prior to the monthly meetings.
- e. Historical Society/Historical Commission Agreement Clarification: Ron explained how the Agreement between the Historical Commission and the Historical Society had been developed and outlined the responsibilities of each entity.
- f. Outgoing Board Members: Ron reported that the terms of Jane Bergman, David Kring, and his own term were expiring in July, 2021.

Old Business

- 1. Newton House Update: Members of the Newton House subcommittee reported on the progress to date and projects yet to be completed. Jane Bergman explained that the majority of the rooms downstairs were now completely furnished, only the bathroom, service kitchen and perhaps the summer kitchen will require significant upgrades. In the case of the summer kitchen this would involve painting the walls and trim. The downstairs bathroom will need to be reconfigured, and plumbing, flooring, wall covering and cabinets will need to be addressed. The cabinets in the service kitchen should also be replaced. Jane asked if the offer of cabinetry from Hannapel would still be available. Ron indicated that their offer should still be good and that all that will be required is a sketch or plan, and dimensions. Tom Carlson will be the contact.

Jean Schultz reported on the status of the upstairs. The boy's and girl's rooms are complete. A desk has been placed in the library and pictures are ready to be hung. Ron confirmed that the Outreach subcommittee will be collaborating with the Newton House subcommittee on the timeline for the library. The Outreach Subcommittee will also be involved in soliciting and organizing family histories of local Volinia residents.

Amy East informed the board of an offer by a friend to loan a collection of Native American artifacts that could be available for children to examine and explore. These are pieces that are similar to what might be found on an archeological dig.

Jean informed the board of all the volunteer hours that members of the Friends of the Historical Commission had invested in preparing the Newton House for reopening to the public in June. She praised the volunteers for their dedication.

Zane Lankford explained the process she was following to update and consolidate the inventory of contents of the house. She showed an example of the listings that will appear in each room that identifies items that have been donated or are on loan.

Jean Schultz informed the board of the generous offer made by Cooper Concrete to fabricate a cement slab for the outhouse. The board members discussed where the outhouse should be located and the color it should be painted. Allen Butchbaker suggested that permission might be sought from MSU to locate the outhouse on the grounds. Ron agreed to contact MSU.

Nate Robinson summarized the progress that has been made on the grounds and outbuildings. He reported on the tree removal, completion of the landscaping plan and the gravel path, and clearing of the concrete pad. Nate announced that volunteers would be cleaning the garage, power washing the interior, and making it suitable as a possible reception area or booth space for events. Nate will be coordinating with Wrightway Lawn Service so that the grounds are mowed in advance of event.

Future efforts will include continued discussion of a pathway connecting the Newton House to the park, evaluating windows, screens, and storm doors, and continued investigation of suitable hand railings for the exterior steps.

Annie File suggested that it might be a good time to invite members of the Board of Commissioners to tour the Newton House so they could see the progress that has been made. She agreed to talk with Administrator Carmen about perhaps scheduling a tour preceding one of the County Commissioners' board meetings.

2. Outreach and Publications Update: Amy East reported on the conference she recently attended virtually. An overarching theme was how to encourage engagement, attracting new volunteers, and reaching new audiences. Amy learned about various grants that the Historical Commission/Historical Society might be able to obtain. These grants are highly competitive. One of particular interest is a Capital Improvement Grant that will award \$5-\$100,000.00 for expansion, renovation, construction, or equipment, but requires a one to one cash match.

Amy stressed the importance of documentation in order to be prepared to complete grant applications. She suggested we keep records of volunteer hours and donations. It will also be important to determine what we can do that will broaden our appeal, what kind of messaging or stories will encourage more people to become involved.

Ron cautioned that fact that the Newton House is leased might be problematic. Amy will be determining if any of the grants of interest apply to leased properties.

Additional Comments:

Vice Chair Allen Buttbaker announced that the Historical Society would have its first meeting of the year on June 15th at 6:30 p.m. outdoors at the Newton House.

The meeting adjourned at 6:35pm.

Secretary,
Jane Bergman

ite	JNL	Type	Description	Reference #	Debits	Credits	Balance
ind 296 HISTORICAL COMMISSION FUND							
01/01/2020			296-000-001.001 CASH-CHEMICAL BANK		BEG. BALANCE		13,346.23
01/15/2020	CD	CHK	INDIANA MICHIGAN POWER	18233(E)		20.19	13,326.04
01/16/2020	CD	CHK	HAAS SYSTEMS, INC.	1186755		324.00	13,002.04
01/16/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18204(A)		69.16	12,932.88
01/16/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18204(A)		63.68	12,869.20
01/16/2020	CD	CHK	WRIGHT WAY LAWN SERVICE	18231(A)		240.00	12,629.20
01/27/2020	CD	CHK	FRONTIER	1186817	16.53		12,645.73
01/30/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18270(A)		70.12	12,575.61
01/30/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18270(A)		63.88	12,511.73
01/13/2020	CD	CHK	WRIGHT WAY LAWN SERVICE	18348(A)		160.00	12,351.73
01/13/2020	CR	RCPT	DONATION-DOWN PAYMENT FOR LANDSCAPI	20210328	1,200.00		13,551.73
01/13/2020	CD	CHK	INDIANA MICHIGAN POWER	18354(E)		20.19	13,531.54
01/11/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18462(A)		79.91	13,451.63
01/11/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18462(A)		252.64	13,198.99
01/11/2020	CD	CHK	MIDWEST ENERGY COOPERATIVE	18462(A)		63.88	13,135.11
01/11/2020	CD	CHK	WRIGHT WAY LAWN SERVICE	18468(A)		310.00	12,825.11
01/11/2020	CD	CHK	INDIANA MICHIGAN POWER	18475(E)		15.79	12,809.32
01/28/2020	CR	RCPT	TRANSMITTAL #21-11J 12/28/2020	20210629	35.00		12,844.32
01/08/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18572(A)		92.88	12,751.44
01/08/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18572(A)		60.88	12,690.56
01/11/2021	CR	RCPT	TRANSMITTAL #21-13J 01/11/2021	20210723	100.00		12,790.56
01/11/2021	CR	RCPT	TRANSMITTAL #21-13J 01/11/2021	20210723	30.00		12,820.56
01/15/2021	CD	CHK	INDIANA MICHIGAN POWER	18602(E)		13.80	12,806.76
01/19/2021	CD	CHK	JEAN SCHULTZ	1187503		1,287.80	11,518.96
01/05/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18689(A)		95.97	11,422.99
01/05/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18689(A)		62.40	11,360.59
01/12/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	1187665		847.47	10,513.12
01/17/2021	CD	CHK	INDIANA MICHIGAN POWER	1187670		13.80	10,499.32
01/17/2021	CD	VOID	INDIANA MICHIGAN POWER	1187670	13.80		10,513.12
01/17/2021	CD	CHK	INDIANA MICHIGAN POWER	18720(E)		13.80	10,499.32
01/19/2021	CD	CHK	CASSOPOLIS PUBLIC SCHOOLS	1187737		750.00	9,749.32
01/22/2021	CR	RCPT	DONATION HISTORICAL COMMISSION	20211098	100.00		9,849.32
01/05/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18795(A)		104.85	9,744.47
01/05/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18795(A)		62.40	9,682.07
01/18/2021	CD	CHK	INDIANA MICHIGAN POWER	18876(E)		13.80	9,668.27
01/25/2021	CD	CHK	CHARLES BENSON	1187980		625.00	9,043.27
01/26/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18885(A)		62.40	8,980.87
01/26/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18885(A)		95.55	8,885.32
01/26/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18885(A)	16.44		8,901.76
01/26/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	18885(A)		573.08	8,328.68
01/09/2021	CD	CHK	NORTH STAR LANDSCAPE DESIGN & INSTA	1188113		2,888.39	5,440.29
01/15/2021	CD	CHK	INDIANA MICHIGAN POWER	18999(E)		13.09	5,427.20
01/20/2021	CR	RCPT	HISTORICAL COMMISSION	20211593	215.00		5,642.20
01/30/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19039(A)		83.21	5,558.99
01/30/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19039(A)		62.92	5,496.07
01/11/2021	CR	RCPT	TRANSMITTAL #21-22J DONATION BY NORT	20211756	1,888.39		7,384.46
01/14/2021	CD	CHK	WRIGHT WAY LAWN SERVICE	19110(A)		160.00	7,224.46
01/17/2021	CD	CHK	INDIANA MICHIGAN POWER	19288(E)		13.09	7,211.37
01/19/2021	CR	RCPT	TRANSMITTAL #21-23J CASS COUNTY HIST	20211819	6,000.00		13,211.37
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19186(A)		95.97	13,115.40
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19186(A)		62.40	13,053.00
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19186(A)		399.43	12,653.57
01/28/2021	CD	CHK	WRIGHT WAY LAWN SERVICE	19222(A)		160.00	12,493.57
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19254(A)		95.97	12,397.60
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19254(A)		62.40	12,335.20
01/28/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19254(A)		399.43	11,935.77
01/28/2021	CD	CHK	WRIGHT WAY LAWN SERVICE	19281(A)		160.00	11,775.77
01/28/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19186(A)	95.97		11,871.74
01/28/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19186(A)	62.40		11,934.14
01/28/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19186(A)	399.43		12,333.57
01/28/2021	CD	VOID	WRIGHT WAY LAWN SERVICE	19222(A)	160.00		12,493.57
01/11/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19336(A)		95.97	12,397.60
01/11/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19336(A)		62.40	12,335.20
01/11/2021	CD	CHK	MIDWEST ENERGY COOPERATIVE	19336(A)		399.43	11,935.77
01/11/2021	CD	CHK	WRIGHT WAY LAWN SERVICE	19370(A)		160.00	11,775.77
01/11/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19336(A)	95.97		11,871.74
01/11/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19336(A)	62.40		11,934.14
01/11/2021	CD	VOID	MIDWEST ENERGY COOPERATIVE	19336(A)	399.43		12,333.57
01/11/2021	CD	VOID	WRIGHT WAY LAWN SERVICE	19370(A)	160.00		12,493.57
01/16/2021	CD	CHK	INDIANA MICHIGAN POWER	19430(E)		13.09	12,480.48
01/23/2021	CR	RCPT	TRANSMITTAL #21-28J DONATOR - SHEILA	20212048	100.00		12,580.48
01/28/2021	CR	RCPT	TRANSMITTAL #2021-2 JUNE 28, 202	20212071	60.00		12,640.48
01/30/2021			296-000-001.001	END BALANCE	11,210.76	11,916.51	12,640.48
TOTAL FOR FUND 296 HISTORICAL COMMISSION FUND					11,210.76	11,916.51	12,640.48

Balances as of 06/30/2021

Fund 296 - HISTORICAL COMMISSION FUND

Account	Description	2020-21	2020-21	YEAR-TO-DATE THRU 06/30/21	Available Balance	% Used
		Orig Budget	Amended Budget			
Revenues						
apartment 803: HISTORICAL COMMISSION						
30.002	REVENUE					
2/28/2020	CR REVENUE - HISTORICAL PUBLICATIONS		94256	35.00 Receipt #: 20210629		
1/11/2021	CR REVENUE - HISTORICAL PUBLICATIONS (CASH)		94561	100.00 Receipt #: 20210723		
1/11/2021	CR REVENUE - HISTORICAL PUBLICATIONS (CHECK		94562	30.00 Receipt #: 20210723		
1/20/2021	CR REVENUE		97331	215.00 Receipt #: 20211593		
3/11/2021	CR REVENUE-DONATION BY NORTH STAR LSG FOR N		97992	1,888.39 Receipt #: 20211756		
3/19/2021	CR REVENUE - PAINTING NEWTON HOME		98257	6,000.00 Receipt #: 20211819		
5/28/2021	CR REVENUE		99653	60.00 Receipt #: 20212071		
30.002	REVENUE	2,500.00	2,500.00	8,328.39	(5,828.39)	333.14
DONATIONS						
1/13/2020	CR DONATIONS		93234	1,200.00 Receipt #: 20210328		
2/22/2021	CR DONATIONS		95753	100.00 Receipt #: 20211098		
5/23/2021	CR DONATIONS-TO CASS COUNTY HISTORICAL COMM		99578	100.00 Receipt #: 20212048		
74.000	DONATIONS	0.00	0.00	1,400.00	(1,400.00)	100.00
39.999	FUND BALANCE ALLOCATION	5,500.00	5,500.00	0.00	5,500.00	0.00
Total - Dept 803		8,000.00	8,000.00	9,728.39	(1,728.39)	121.60
Total Revenues		8,000.00	8,000.00	9,728.39	(1,728.39)	121.60
Expenditures						
apartment 803: HISTORICAL COMMISSION						
EXPENDITURES						
31.000						
3/01/2020	JE TO REVERSE MANUAL JOURNAL ENTRY: 25307		92961	(490.31) JE: '0' Ref Num1: '25309		
3/01/2020	JE TO REVERSE MANUAL JOURNAL ENTRY: 25386		93591	(40.38) JE: '0' Ref Num1: '25387		
3/15/2020	CD Check: CHEM1 18233		92390	20.19 Check #: '18233(E) CHEM1' Vendor '14130'.		
3/16/2020	CD Check: CHEM1 1186755		92273	324.00 Check #: '1186755 CHEM1' Vendor '08100'.		
3/16/2020	CD Check: CHEM1 18204		92346	69.16 Check #: '18204(A) CHEM1' Vendor '06040'.		
3/16/2020	CD Check: CHEM1 18204		92346	63.68 Check #: '18204(A) CHEM1' Vendor '06040'.		
3/16/2020	CD Check: CHEM1 18231		92373	240.00 Check #: '18231(A) CHEM1' Vendor '100090'.		
3/27/2020	CD Check: CHEM1 1186817		92585	(16.53) Check #: '1186817 CHEM1' Vendor '80410'.		
3/30/2020	CD Check: CHEM1 18270		92796	70.12 Check #: '18270(A) CHEM1' Vendor '06040'.		
3/30/2020	CD Check: CHEM1 18270		92796	63.88 Check #: '18270(A) CHEM1' Vendor '06040'.		
1/13/2020	CD Check: CHEM1 18348		93145	160.00 Check #: '18348(A) CHEM1' Vendor '100090'.		
1/13/2020	CD Check: CHEM1 18354		93239	20.19 Check #: '18354(E) CHEM1' Vendor '14130'.		
2/11/2020	CD Check: CHEM1 18462		93865	79.91 Check #: '18462(A) CHEM1' Vendor '06040'.		
2/11/2020	CD Check: CHEM1 18462		93865	252.64 Check #: '18462(A) CHEM1' Vendor '06040'.		
2/11/2020	CD Check: CHEM1 18462		93865	63.88 Check #: '18462(A) CHEM1' Vendor '06040'.		
2/11/2020	CD Check: CHEM1 18468		93871	310.00 Check #: '18468(A) CHEM1' Vendor '100090'.		
2/11/2020	CD Check: CHEM1 18475		93891	15.79 Check #: '18475(E) CHEM1' Vendor '14130'.		
1/08/2021	CD Check: CHEM1 18572		94398	92.88 Check #: '18572(A) CHEM1' Vendor '06040'.		
1/08/2021	CD Check: CHEM1 18572		94398	60.88 Check #: '18572(A) CHEM1' Vendor '06040'.		
1/15/2021	CD Check: CHEM1 18602		94748	13.80 Check #: '18602(E) CHEM1' Vendor '14130'.		
1/19/2021	CD Check: CHEM1 1187503		94786	1,287.80 Check #: '1187503 CHEM1' Vendor 'MISC'.		
2/05/2021	CD Check: CHEM1 18689		95266	95.97 Check #: '18689(A) CHEM1' Vendor '06040'.		
2/05/2021	CD Check: CHEM1 18689		95266	62.40 Check #: '18689(A) CHEM1' Vendor '06040'.		
2/12/2021	CD Check: CHEM1 1187665		95453	847.47 Check #: '1187665 CHEM1' Vendor '06040'.		
2/17/2021	CD Check: CHEM1 1187670		95510	13.80 Check #: '1187670 CHEM1' Vendor '14130'.		
2/17/2021	CD Check: CHEM1 1187670		95512	(13.80) Check #: '1187670 CHEM1' Vendor '14130'.		

Fund 296 - HISTORICAL COMMISSION FUND

		2020-21		2020-21		YEAR-TO-DATE		%	
		Orig Budget		Amended Budget		THRU 06/30/21		Available	
Account	Description							Balance	Used
Expenditures									
Department 803: HISTORICAL COMMISSION									
2/17/2021	CD Check: CHEM1 18720			95513		13.80	Check #:	'18720(E)	CHEM1' Vendor '14130'
2/19/2021	CD Check: CHEM1 1187737			95699		750.00	Check #:	'1187737	CHEM1' Vendor '03069'
3/05/2021	CD Check: CHEM1 18795			96052		104.85	Check #:	'18795(A)	CHEM1' Vendor '06040'
3/05/2021	CD Check: CHEM1 18795			96052		62.40	Check #:	'18795(A)	CHEM1' Vendor '06040'
3/18/2021	CD Check: CHEM1 18876			96502		13.80	Check #:	'18876(E)	CHEM1' Vendor '14130'
3/25/2021	CD Check: CHEM1 1187980			96629		625.00	Check #:	'1187980	CHEM1' Vendor '100412'
3/26/2021	CD Check: CHEM1 18885			96621		62.40	Check #:	'18885(A)	CHEM1' Vendor '06040'
3/26/2021	CD Check: CHEM1 18885			96621		95.55	Check #:	'18885(A)	CHEM1' Vendor '06040'
3/26/2021	CD Check: CHEM1 18885			96621		(16.44)	Check #:	'18885(A)	CHEM1' Vendor '06040'
3/26/2021	CD Check: CHEM1 18885			96621		573.08	Check #:	'18885(A)	CHEM1' Vendor '06040'
4/09/2021	CD Check: CHEM1 1188113			97179		2,888.39	Check #:	'1188113	CHEM1' Vendor '66906'
4/15/2021	CD Check: CHEM1 18999			97244		13.09	Check #:	'18999(E)	CHEM1' Vendor '14130'
4/30/2021	CD Check: CHEM1 19039			97517		83.21	Check #:	'19039(A)	CHEM1' Vendor '06040'
4/30/2021	CD Check: CHEM1 19039			97517		62.92	Check #:	'19039(A)	CHEM1' Vendor '06040'
5/14/2021	CD Check: CHEM1 19110			98100		160.00	Check #:	'19110(A)	CHEM1' Vendor '100090'
5/17/2021	CD Check: CHEM1 19288			98879		13.09	Check #:	'19288(E)	CHEM1' Vendor '14130'
5/28/2021	CD Check: CHEM1 19186			98742		(95.97)	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19186			98742		(62.40)	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19186			98742		(399.43)	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19186			98493		95.97	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19186			98493		62.40	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19222			98529		399.43	Check #:	'19186(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19222			98529		160.00	Check #:	'19222(A)	CHEM1' Vendor '100090'
5/28/2021	CD Check: CHEM1 19254			98778		(160.00)	Check #:	'19222(A)	CHEM1' Vendor '100090'
5/28/2021	CD Check: CHEM1 19254			98579		95.97	Check #:	'19254(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19254			98579		62.40	Check #:	'19254(A)	CHEM1' Vendor '06040'
5/28/2021	CD Check: CHEM1 19281			98579		399.43	Check #:	'19281(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19336			98606		160.00	Check #:	'19281(A)	CHEM1' Vendor '100090'
5/11/2021	CD Check: CHEM1 19336			98992		95.97	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19336			98992		62.40	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19336			98992		399.43	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19336			99076		(95.97)	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19336			99076		(62.40)	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19370			99076		(399.43)	Check #:	'19336(A)	CHEM1' Vendor '06040'
5/11/2021	CD Check: CHEM1 19370			99110		(160.00)	Check #:	'19370(A)	CHEM1' Vendor '100090'
5/11/2021	CD Check: CHEM1 19370			99026		160.00	Check #:	'19370(A)	CHEM1' Vendor '100090'
5/16/2021	CD Check: CHEM1 19430			99387		13.09	Check #:	'19430(E)	CHEM1' Vendor '14130'
5/16/2021	EXPENDITURES	8,000.00		8,000.00		9,903.45		(1,903.45)	123.79
Total - Dept 803									
		8,000.00		8,000.00		9,903.45		(1,903.45)	123.79
Total Expenditures									
		8,000.00		8,000.00		9,903.45		(1,903.45)	123.79
NET OF REVENUES AND EXPENDITURES									
		0.00		0.00		(175.06)		175.06	

PERIOD ENDING 06/30/2021

J. NUMBER	DESCRIPTION	2020-21		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT USED
		AMENDED BUDGET	NORMAL	06/30/2021	(ABNORMAL)	MONTH 06/30/2021	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 296 - HISTORICAL COMMISSION FUND										
Revenues										
Dept 803 - HISTORICAL COMMISSION										
36-803-400.002	REVENUE	2,500.00		8,328.39		60.00		(5,828.39)		333.14
36-803-674.000	DONATIONS	0.00		1,400.00		100.00		(1,400.00)		100.00
36-803-699.999	FUND BALANCE ALLOCATION	5,500.00		0.00		0.00		5,500.00		0.00
Total Dept 803 - HISTORICAL COMMISSION										
		8,000.00		9,728.39		160.00		(1,728.39)		121.60
TOTAL REVENUES										
		8,000.00		9,728.39		160.00		(1,728.39)		121.60
Expenditures										
Dept 803 - HISTORICAL COMMISSION										
36-803-701.000	EXPENDITURES	8,000.00		9,903.45		13.09		(1,903.45)		123.79
Total Dept 803 - HISTORICAL COMMISSION										
		8,000.00		9,903.45		13.09		(1,903.45)		123.79
TOTAL EXPENDITURES										
		8,000.00		9,903.45		13.09		(1,903.45)		123.79
Fund 296 - HISTORICAL COMMISSION FUND:										
TOTAL REVENUES										
		8,000.00		9,728.39		160.00		(1,728.39)		121.60
TOTAL EXPENDITURES										
		8,000.00		9,903.45		13.09		(1,903.45)		123.79
NET OF REVENUES & EXPENDITURES										
		0.00		(175.06)		146.91		175.06		100.00

ser: JENNIFERR
3: Cass County

PERIOD ENDING 06/30/2021

L NUMBER	DESCRIPTION	2020-21		BALANCE DEBIT	BALANCE CREDIT
		ORIGINAL BUDGET	2020-21 AMENDED BUDGET		
Fund 296 - HISTORICAL COMMISSION FUND					
96-000-001.001	CASH-CHEMICAL BANK			12,640.48	
96-000-202.000	ACCOUNTS PAYABLE				
96-803-003.000	CASH CD'S				
96-803-004.000	IMPREST CASH - PETTY CASH			40.00	
96-803-040.000	ACCOUNTS RECEIVABLE				
96-803-202.000	ACCOUNTS PAYABLE				
96-803-365.000	RESERVE FOR ENCUMBRANCES				
96-803-390.000	FUND EQUITY				12,855.54
96-803-400.002	REVENUE	2,500.00	2,500.00		8,328.39
96-803-664.000	INTEREST	0.00	0.00		
96-803-674.000	DONATIONS	0.00	0.00		1,400.00
96-803-699.101	TRANSFER IN - GENERAL FUND (101)	0.00	0.00		
96-803-699.245	TRANSFER IN - PUBLIC IMPROV (245)	0.00	0.00		
96-803-699.999	FUND BALANCE ALLOCATION	5,500.00	5,500.00		
96-803-701.000	EXPENDITURES	8,000.00	8,000.00	9,903.45	
Total Fund 296 - HISTORICAL COMMISSION FUND		0.00	0.00	22,583.93	22,583.93

From: Roseann Marchetti <roseannm@cassco.org>

Date: June 30, 2021 at 1:53:57 PM EDT

To: Ann File <AnnF@cassco.org>, Mike Grice <mikeg@cassco.org>, Ron McAdam <mcadamdesign@yahoo.com>

Cc: Jeff Carmen <jeffc@cassco.org>

Subject: Newton House/MSU/Rhonda Riley

Hello Everyone,

Yesterday afternoon Rhonda Riley from MSU called and we had an interesting conversation.

I am not going to relay all the Back and Forths; however, she and I do not agree on some points such as: painting is part

of maintenance, to me, it is more than routine maintenance, more capital improvement. Also, there was a renter in the house, and the Historical Commission got the rent money. My understanding was there was a caretaker, and that person paid no rent.

Rhonda affirmed that the agreement is between the Historical Commission and MSU. Cass County is not the lessee.

She agrees that we need a new lease and here are the steps that need to be taken:

1. All members of the Historical Commission must agree that they want to keep the house and want to execute a new lease and for how long. Note: The lease terms shall remain \$1.00 per year. There must be a signatory, someone who will be responsible.
2. Once she receives confirmation that the Commission wants the house, she will do a new lease.
3. After receipt of the new lease by the Commission they can negotiate new terms such as MSU shall pay for capital improvements.
4. It is not likely they will pay for painting, but we can ask.
5. Once the Commission reviews the new lease and adds its changes, send it to Rhonda and she will present it.
6. A note: Rhonda said it is an opportunity to get more of what we want. MSU does not want to take Newton House back.

So, it is up to the Historical Commission how they want to handle it. I believe your next meeting is July 8, 2021, and since that is not too far off, you could strike while the iron is hot. I will get back to Rhonda and tell her you will take it up at your next meeting which is ASAP. Just let me know what else you want me to do.

Roseann