



Cass County Historical Commission

Officers: Allen Butchbaker, Interim Chair, Vice Chair – Jane Bergman, Secretary/Treasurer - Members-at-Large: Dianna McGrew - Ann File - Jean Schultz - Nate Robinson - Darren Bettinger – Bernie Williamson

MEETING AGENDA

Historical Library

145 N. Broadway

Cassopolis, MI 49031

November 10, 2022 – 5:30 p.m

- I. Call to Order – *Interim Chair, Allen Butchbaker***
- II. Roll Call**
- III. Approval of the Agenda**
- IV. Approval of Minutes**
 - a. October 20, 2022 Special meeting
- V. Financial Report**
- VI. Bills**
- VII. Old Business**
- VIII. New Business**
 1. Election of Chair
 2. Election of Vice Chair
 3. Approval of 2023 meeting schedule
 4. Historical Commission Statement
 5. Relationship with Historical Society/Newton Girls
- IX. Committee Reports**
 1. Current/New Committees
 2. Outreach
 - a. Website
 3. Newton House
- IX. Public Comment**
- X. Adjournment**

**CASS COUNTY HISTORICAL COMMISSION
SPECIAL MEETING MINUTES**

Date October 20, 2022

Time: 5:45 p.m.

Board Members present: Allen Butchbaker X, Jane Bergman X, Darren Bettinger X, Nate Robinson X.

Also present: Zane Lankford, Ann Killian.

The meeting was called to order by Vice-Chair Allen Butchbaker at 5:45pm.

Approval of the Agenda: A motion was made by Nate Robinson to approve the agenda seconded by Darren Bettinger and the motion carried.

Approval of the Minutes: Nate Robinson made a motion to approve the minutes of the August 11, 2022, seconded by Darren Bettinger and the motion carried.

Financial Report: The financial report was not available at the time of the special meeting.

Bills: Vice-Chair Allen Butchbaker noted that the bills had been paid, but the records were not available in advance of the special meeting.

Old Business:

The Newton House Lease: Discussion revealed that the current lease with Michigan State University is in effect and will renew in January 2023. Board members are in agreement that the lease should be re-examined to determine what modifications should be requested. Board members would like to explore the possibility of extending the lease from a one year renewal to a five year renewal period.

New Business:

1. Election of a Chair: Acting Chair Allen Butchbaker suggested that, in lieu of electing a permanent chair, board members consider electing an interim chair to serve briefly until the current vacancy on the Historical Commission is filled. Nate Robinson made a motion to elect Allen Butchbaker interim chair of the Historical Commission. Jane Bergman seconded and the motion carried.

Allen Butchbaker agreed to include the election of a permanent chair on the agenda for the upcoming November 10th meeting. He will also inquire about Matt Bussler's intention to continue serving on the commission.

- 2 .Historical Commission Statement:
and
3. Relationship with Historical Society/Newton House Girls:

The board members in attendance agreed to table discussion of these two agenda items and to revisit the topic of the Historical Commission's statement and its relationship with the Historical Society at a later date. Members will invite Ron McAdam to address the Historical Commission to explain the Historical Society's intentions and to aid us in this discussion.

Committee Reports:

1. The Historic Newton House: Interim Chair Allen Butchbaker and Darren Bettinger summarized attendance at the Fall Festival. Two hundred seventy people toured the house and the total number of attendees is estimated at three hundred fifty. The Historical Commission realized \$255 in book sales and received \$100 as rent for the facility from the Historical Society.

Darren Bettinger reported on the meeting held to conduct a post evaluation of the festival. He also reported that Tom Vihtelic has agreed to chair the committee for the Fall Festival in 2023.

Public Comment:

Zane Lankford suggested that the Historical Commission consider developing a formal system for documenting acquisitions. Darren Bettinger expressed interest in possibly working in this area.

The meeting adjourned at 6:58p.m.

Secretary,

Jane L. Bergman

2023 Cass County Historical Commission

Meeting Dates (*2nd Thursday of month*)
@ 5:00 p.m.

January 12

February 9

March 9

April 13

May 11

June 8

July 13

August 10

September 14

October 12

November 9

December 14