

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES
Regular Meeting
Wednesday, April 12, 2023 – 7 pm

Monroe County Museum
126 South Monroe Street
Monroe, Michigan 48161

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes from Regular Meeting of February 8, 2023
4. Public Comment
5. Committee Updates
 - 5.1. Executive Committee
 - 5.2. Awards Committee
 - 5.3. Building Committee
 - 5.4. Markers Committee
 - 5.5. Projects Committee
 - 5.5.1. Monroe County Historical Society Extension Request
 - 5.5.2. Application
6. New Business
 - 6.1. MCMS Reports
7. Old Business
8. Public Comment
9. Board Comments
10. Adjournment

Next Meeting:

Wednesday, May 10, 2023 at 7 pm
Monroe County Museum
126 South Monroe Street
Monroe, Michigan 48161

2023 MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES	2023 COMMITTEES
Chair Brian Egen, District 6 Vice Chair Jeremy Potter, District 1 Secretary Michael Humphries, District 8 Immediate Past Chair Hobby Nels Trustee Emeritus Richard Micka Trustee Thomas Heywood, District 2 Trustee Mary Strevel, District 3 Trustee L William Conner, District 4 Trustee Michelle LaVoy, District 5 Trustee Tony Trujillo, District 7 Trustee Nick Guthrie, District 9	Executive Committee Chair: Brian Egen Members: Jeremy Potter, Michael Humphries, Hobby Nels, Andrew Clark, and JJ Przewozniak Awards Committee Chair: Mary Strevel Members:, Thomas Heywood, Michelle LaVoy, Tony Trujillo, and Andrew Clark Markers Committee Chair: Jeremy Potter Members: Brian Egen, Nicholas Guthrie, Michael Humphries, Lynn Reaume, and Andrew Clark Projects Committee Chair: Michael Humphries Members: Bill Conner, Brian Egen, Tony Trujillo, and Andrew Clark

Mission Statement of the Monroe County Museum System

At the Monroe County Museum, we fuel and cultivate our visitors' curiosity through the exploration of Monroe County's rich and varied stories, joining together to unearth meaning and illuminate relevant connections between the past, present, and future.

MONROE COUNTY MUSEUM SYSTEM
BOARD of TRUSTEES
MEETING MINUTES
February 8th, 2023 at 7:00 p.m.
at the Monroe County Museum, 126 South Monroe Street, Monroe

Present: Brian Egen, Chairman Jeremy Potter, Vice-Chairman Nick Guthrie, Member
Tom Heywood, Member Michelle LaVoy, Member Richard Micka, Emeritus
Hobby Nels, Past Chairman

Excused: William Conner, Member Michael Humphries, Secretary Mary Strevel, Member
Tony Trujillo, Member

Museum Staff: Director Clark J.J. Przewozniak, Deputy Director Lynn Reaume, County Historian

Guests: David Hoffman, Monroe County Commissioner Elizabeth Rubel Jeanne Micka

The meeting was called to order at 7:00 p.m. by Chairman Egen.
Roll was called and there was a quorum.

A motion was made by N. Guthrie to approve the agenda, seconded by T. Heywood; passed.

Approval of Minutes of January 11th, 2023 Meeting: Motion made by H. Nels, seconded by M. LaVoy and passed. There was a reminder to add Member LaVoy to the Awards Committee listing.

Public Comment #1: none

Committee Updates: Executive: Chairman Egen said the group has not met.

Spirit of Service Awards Committee: A meeting is scheduled for February to finalize the committee plans.

Building Committee: No update to report.

Historical Markers Committee: Chairman Potter noted that Director Clark picked up 2 renovated markers (Spaulding Cemetery, Ida) from Sewah this month. The committee will meet soon to get the program back on track.

Ellis library has requested that the Edward Ellis historical marker be refurbished before their anniversary event.

Projects Grant Committee: Director Clark said the grant applications will be out by the next Trustee meeting.

New Business: Staff Reports: Motion was made to accept the reports by T. Heywood, seconded by N. Guthrie and passed. It was noted from past reports that the elevator is now working.

Old Business: none.

Public Comment #2: County Commissioner D. Hoffman commented on the elevator progress.

Board Comments: R. Micka had questions about the Sawyer grandfather clock accession.

Chairman Egen noted that the 'YesterWays' series appeared on WTOL Channel 11 (Toledo). He also said that the Museum was a co-sponsor for the River Raisin Battlefield annual commemoration in January.

Director Clark and Deputy Director Przewozniak spoke and demonstrated maple sugaring for MCES Career Day.

With no other business to discuss, motion was made by M. LaVoy to adjourn, seconded by J. Potter and the meeting was concluded at 7:23.

Lynn W. Reaume
Acting recording secretary
15 February 2023



Monroe County Historical Society

Established 1938

"Illuminating the past...to brighten our future."

March 31, 2023

~~Historical Projects Fund Committee:~~

The Monroe County Historical Society is requesting an extension of its \$10,000 award approved by the Monroe County Museum System Board of Trustees in January 2022.

The project has exceeded our original timeline and we are requesting an extension of one year to complete this project by January 2024. The shutters have been built and are currently awaiting painting and installation by our team of volunteers. Installation will take place after the painting of the outside of the house is complete.

Thank you for the consideration and continued support for this project. If you have any additional questions, please do not hesitate to contact me.

Peter Carlton, Treasurer

The Johnson Phinney House 22 West Second Street
P.O. Box 1733 Monroe, Michigan 48161
www.monroecountyhistoricalsocietymi.org



2023 Monroe County Museum System Historical Projects Fund Application

For 2023, the Monroe County Museum System has a total of \$60,000 available in project funding to assist area non-profit historical organizations and local units of government in the preservation, presentation, and promotion of Monroe County's history.

The following pages detail the qualifications, procedures, and the historical projects fund application. All proposals must use the attached historical projects fund application and must be submitted electronically. Acceptable file formats are .doc, .docx, .pdf, or .jpeg. Applications must be sent to Monroe County Museum System Director Andrew Clark at andy_clark@monroemi.org by Saturday, June 10, 2023. Once the application is submitted, the only additional documents permitted are those requested by the Monroe County Museum System Projects Fund Committee or the committee's designee. *No supplemental materials may be presented after the deadline.* **The application and supporting materials (such as quotes/estimates) must be submitted as a single, printable document.**

Please note that it is a requirement that all applications must be submitted electronically. Applications that are incomplete, submitted by mail, in-person, or handwritten will be automatically disqualified. Any organization requesting funds that operates out of a municipally owned facility or is located on municipal property, must submit the application jointly with that municipality and include a letter of support from that municipality.

After reviewing the applications, the Monroe County Museum Projects Fund Committee will make its funding recommendations to the Monroe County Museum System Board of Trustees.

If you have any questions or need technical support in completing your application, please contact Andrew Clark, Monroe County Museum System, 734.240.7781 or andy_clark@monroemi.org.

Mission Statement of the Monroe County Museum System

At the Monroe County Museum System, we fuel and cultivate our visitors' curiosity through the exploration of Monroe County's rich and varied stories, joining together to unearth meaning and illuminate relevant connections between the past, present, and future.



Eligible Organizations

1. Must be a non-profit historical organization or local unit of government within Monroe County;
2. The project must occur within the land and water boundaries of Monroe County, Michigan;
3. Have or maintain a historic property or collections within Monroe County, Michigan;
4. Must have received non-profit status prior to the date of application.

Ineligible Organizations

1. Properties owned by the County of Monroe, Michigan.
2. Support groups of properties owned by the County of Monroe, Michigan.
3. Private individuals or privately owned properties.
4. Active cemeteries.

Rules and Conditions

1. In order to allow for and encourage the participation of multiple organizations each project funding cycle, the maximum project award will not exceed \$20,000.
2. Organizations may only submit one grant per grant cycle.
3. All aspects of the application must be completed thoroughly, professionally, and all requirements fulfilled in order to have consideration.
4. All projects must be free and accessible to any visitor or guest.
5. Awards may or may not be equal to the full amount requested based on the availability of fund, quantity of requests, or merit of the project.
6. Approval of funding in one project fund cycle does not mean approval of future project fund applications.
7. Each award will be made as a standalone award although project funding may be awarded for a phased project.
8. Funds may not be used for recurring charges such as utility payments, service contracts, rental payments, employee wages, etc.
9. Projects may commence upon initial notice of the award to the recipient.
10. Projects must be completed within one year of receiving the official award letter and agreement.
11. Payments will not be disbursed until a signed award agreement is received.
12. Project requests that duplicate the core mission, programs, or services of the Monroe County Museum System will not be considered.
13. Projects started before the initial notice of the award will be disqualified.



Historical Project Fund Categories

All Historical Project Fund Awards must fit within one of the following priorities of the Monroe County Museum System.

Preservation (Sites and Collections)

Funds which will go toward special projects that aid in the care, maintenance, and restoration* of a site or an organization's artifact or archival holdings. Examples of fund usage are: windows, roofs, foundation repairs, equipment (mechanical equipment, sump pumps, etc), interior or exterior painting, collections care materials, collections database systems, collections technology needs, shelving, cabinets, installation or repair of HVAC, installation of security systems, or scanning and digitization of historical collections.**

*Restoration projects must be done in accordance of the Secretary of the Interior's Standards and Guidelines of the Treatment of Historic structures (<https://www.nps.gov/tps/standards.htm>).

**The Monroe County Archives must receive a complete copy of any digitization projects.

Presentation (Exhibits and Programming)

Funds may be used for exhibit creation, exhibit rentals, history related presenters, museum quality display cases, preservation lighting, interpretive signage, historical marker refurbishment and replacement, audio tours, fees associated with hiring outside contractors for exhibit construction or design, IT equipment (not to exceed one computer and one projector per organization over a five year period), and accessibility enhancements, etc.

Promotion

Funds that may be used to aid in the promotion of an organization, program, or exhibit such as brochures, rack cards, websites, and the professional costs associated with the creation of said materials.



Historical Projects Fund Definitions

In-Kind Support

All projects must include in-kind or cash support. In-kind support is support that is directly attributed to the project your organization is applying for. In-kind support may come through volunteer hours, donated materials, services, or labor. For example: In-kind support can be claimed for a volunteer installing drywall for an exhibit that has been donated by a local hardware store for your project. The volunteer's time and the drywall are in-kind support. However, if the volunteer is mowing your site's lawn and it has nothing to do with the scope of your project, those hours cannot be included as in-kind support.

Final Report

All organizations must submit a final report when submitting their reimbursement paperwork. Paperwork submitted without a final report will not be processed by the Monroe County Museum System. Additionally, the Monroe County Museum System will not be responsible for reminding organizations to submit a final report with their reimbursement requests.

The final report must include a cover letter (not to exceed one page), a project narrative (not to exceed two pages), listing of volunteers with recorded hours, listing of in-kind donors with contact information, before/after photographs or event photographs, media coverage, proof recognizing the Monroe County Museum System, final budget, invoices, and receipts. **The report must be submitted as a single document in one of the following formats: .doc, .docx, .pdf, or .jpeg.**



Part I.

Application Cover

This is the person filling out the form. It could be the same person as the project director.

Organization: _____

Address: _____

Website: _____

EIN: _____

Project Type (select one):

☐ Preservation

☐ Presentation

☐ Promotion

Estimated Project Total: _____

Amount Requested from the MCMS: _____

Project Contact

Prefix: _____ Name: _____

Address: _____

Email: _____

Phone: _____

(The Project Contact is the sole point of contact for the management of the project, submits the application, and has the responsibility of submitting the final report to the Monroe County Museum System.)



Past (if any) experience in managing a project and award funds:

Municipal Partner Contact (if required)

Municipality: _____

Address: _____

Email: _____

Phone: _____



Part II.

Project Description

Start Date: _____

End Date: _____

Describe the project and how does it support local history:



What do you hope to have accomplished at the conclusion of the project?

What specific activities will need to occur as part of the project? When do these happen along the project's overall timeline?

Does this project/event occur annually?

Target Audience

Describe your target audience:

How many adults and children do you hope to impact by this project each year?



How do you plan to promote awareness of your project/program to reach your target audience?

Part III.

Project Budget

All funding requests must complete the summary Project Budget. If additional space is needed, please attach it to the application. All applicants must provide a 15% cash match and a 10% in-kind match or a 25% cash match by applicant.

Please note: According to IndependentSector.org, the value of an hour of volunteer time in Michigan is currently estimated to be \$28.35 an hour. Valuations of volunteer time greater than this number will not be accepted in the Project Budget section.

A. Amount Being Requested from the MCMS:

- Provide a detailed list of items or services that you will be looking to purchase through the HPF.
- This number should be the same as located in *Part I: Application Cover, Amount Requested from the MCMS*.
- Requested amount must be supported with at least three price quotes/estimates per item to be purchased or service to be provided. If three quotes/estimates are not provided, a written reason must be submitted with the application.
- A lack of quotes/estimates will be considered an incomplete application.





B. Cash Match Amount:

This should be either 15% or 25% of your total project.

C. In-Kind Support:

- Provide a detailed list of items or services that will be donated along with their values and a general outline of the work that volunteers will be providing.
- Volunteer Hours: Number of hours x \$28.35 = Volunteer In-Kind Support.



D. Estimated Project Total:

(Requested Amount + Cost Share Amount + Cost Share In-Kind = Estimated Project Total. This number should be the same as located in *Part I: Application Cover, Estimated Project Total.*)



Part IV.

Required Application Attachments

- ☐ Letter(s) of Support/Commitment from Collaborators
- ☐ List of Current Board Members for Applicant Organization
- ☐ Organization Non-Profit Status Documentation
- ☐ Last three years of 990s
- ☐ *At least three quotes/estimates for items and/or services to be purchased through the Historical Projects Fund is mandatory*

Part V.

Authorizing Official

Enter the name of the person (such as the president, executive director, etc.) who is authorized to submit application for funding on the organization's behalf and who will agree to comply with the certifications set forth below.

Prefix: _____ First Name: _____ Last Name: _____

Organization: _____

Email: _____

- I agree to acknowledge support from the Monroe County Museum System in all publicity and media materials used to promote the activity/project/program.
- I agree to submit a final report within sixty (60) days following the conclusion of the last program or project completion.
- I agree that if, for any reason, the project/program is canceled, I will immediately contact the Monroe County Museum System and reimburse any expended funds.

The submission of this application by the Authorizing Official indicates that the Sponsoring Non-Profit or Local Unit of Government agrees to the commitments made as part of the project proposal and the named personnel will perform the duties outlined in the proposal.

Signature: _____ Date: _____

MONROE COUNTY MUSEUM SYSTEM

Director's Report

Submitted by Andrew Clark, Director

Wednesday, April 12, 2023

Organizational Operations

County Museum: Public access to the galleries at the County Museum are Tuesdays through Saturdays, 10 am to 5 pm, and Sundays, 12 pm to 5 pm.

County Archives: Research is by appointment and via phone, mail, and email.

Territorial Park: Grounds are open. Historic structures closed until Memorial Day weekend 2023. Opening day for the historic structures for 2023 is Saturday, May 27th.

Vietnam Veterans Memorial and Museum: Grounds are open. Museum closed until Memorial Day weekend 2023. Opening day for the VVM for 2023 is Saturday, May 27th.

St Antoine's Historic Site: Grounds are open year round.

Upcoming Closures

The MCMS will be closed on Monday, May 29th in accordance with the County of Monroe's holiday closures for Memorial Day. The MCMS is closed on Mondays so public operations will not be impacted.

Maintenance and Operations

Museum and Archives

As noted in Lynn's report, there's been water water everywhere. The basement had its usual seepage but the second floor had more roof leaks than happens typically with the County Archives taking the brunt of it. The roofing contractor has been in to make the necessary patches. Mike has been replacing any damaged tile.

I've had a preliminary conversation with an architect about possibly upgrading our front, rear, and dock entrances. The primary problem is with the front entrance and all the stonework underneath the threshold has become uneven and probably needs to be reset. I also took him to the basement to show him where the water damaged has occurred on the brickwork, primarily around the front steps and underneath the door to see if

these are combined issues. He indicated they could probably be tackled separately and recommended having a masonry contractor run a scope into the brickwork and perhaps that'd provide some insights to the recurring leak rather than a brute force repair of tearing out the front steps, removing the sidewalk, and installing new drain tile.

The elevator is up and running and continues to maintain relatively stable operations. In a post repair conversation I had with our Schindler representative, he indicated that our elevator is generally in good shape for its age but a long-term overhaul and tune up is traditionally on the horizon. If scheduled, the elevator would be offline for a few weeks. If the elevator fails as a result of not having had the long-term maintenance done, the elevator could be offline for a number of months.

Mike continues with the cleanout and reorganization of the basement. The central office has stated an interest in retaining the old power tools for their use.

Mike has finished the first round of radiator covers for the front entrance and south lobby.

I'm currently writing an updated operations manual for all sites to be distributed to MCMS staff as we've been too dependent on institutional memory rather than codified procedures.

Territorial Park

I've spent an inordinate amount of time looking into a commercial lawnmower for the site. We're transitioning away from a contracted service so we can have more control on scheduling, quality control of the cut, and reduced damage to the landscaping.

No updates on the trail, road, and bridge work in the area related to the loop trail project.

Vietnam Veterans Memorial and Museum

I'll be meeting with county parks and veterans representatives for some potential exterior projects around the museum this year.

St Antoine's Historic Site Memorial is open.

There are no significant maintenance projects to report.

Exhibits

Staff had a productive post-Gerry exhibits meeting and there are a number of small projects and updates on the horizon to be accomplished this year. Our exhibits quality printer is in the shop undergoing repairs and delaying some basic label upgrades.

Historical Projects Fund

An application and the extension of an award are on the agenda for Wednesday's meeting.

Spirit of Service Awards

We held a meeting in late February to discuss changes to the application.

Markers Program

As part of my ongoing discussions with Sewah Studios, the last markers from previous deliveries should be available for pickup in mid-May. They stated that they would be able to accept a proposed delivery of five markers for refurbishment for 2023 at the same time.

Now that Spring is here, Mike and I will be doing the Milan and Ida marker and post installs before the end of April.

County Planning has stated some interest in creating a tour of the historical markers using the GIS system. (Something initially explored a long, long time ago before we had our app.) We'll discuss the possibility of integrating a tour into our app or transferring our app over to the GIS platform. I think one platform would be beneficial to the end user.

Personnel Updates

Four seasonal part-time and one year round part-time positions have been posted. The four seasonal part-time positions are for three presenters and one exhibits specialist. The year round part-time position is for a presenter. This will be the first year during my tenure where we've focused on seasonals rather than year round part-time.

Dr Urwin's Visit

I feel Dr Urwin's visit as the first part of our Custer speakers' series went well. Besides the two programs we hosted, senior staff had the opportunity to have a very productive discussion with him related to the Custer exhibit. Dr

Urwin may have been the most popular man in Monroe that weekend as a result of all the various community members that scheduled meetings with him while he was in town. The Urwins even had time to drop in at the park and attend the day's maple sugaring demonstration.

JJ has posted the Friday night lecture to YouTube. Many thanks to him for serving in the role of film crew for both evenings. Having this avenue for distributing MCMS content is a great resource.

Many thanks to the generous support of the staff of the River Raisin National Battlefield Park and Battlefield Foundation for accommodating us on Saturday evening.

MONROE COUNTY MUSEUM SYSTEM
Deputy Director's Report for March 2023
Submitted by Jeffrey J. (JJ) Przewozniak
Friday, March 31, 2023

YesterWays:

The March YesterWays was a quilting craft inspired by the "Sunrise" quilt on display in the *200 Years and Counting Exhibit*. Since sewing an entire quilt would likely have taken more time than visitors were willing to invest, we made simple yet elegant drink coasters out of some of our period fabric scraps.

Maple Sugaring:

Sugaring events were held on Saturday, March 11, and Saturday March 18 at RRTP. Poor weather (cold & high wind) forced an early end to the March 18 event, which was originally intended to go into the evening. Throughout the season the high waters of the River Raisin (waist high at some places) didn't claim any staff, but it did take away a couple buckets. Back-end work such as cleaning and maintaining cauldrons and other tools, and gathering sap went on throughout the month.

Roughly 180 gallons were harvested in total from the trees at the farm and those offsite. Our processing resulted in approximately 5.5 lbs of maple sugar, which will be kept and used in historic foodways demonstrations throughout the 2023 season. Special thanks to Mike and new intern Maya for their help.

Miscellany:

- New intern Maya has been very helpful around the museum. In addition to learning about all the moving parts of museum work, she's created a YesterWays program about the lotus flower, which she'll present in throughout April.
- We participated in MCCC's Diversity Lecture Series. Jess created a special program entitled *Exploring Her Options: The Story of One-room School-teachers and the Feminization of the Teaching Profession*, and presented it on Tuesday, March 7.
- Thanks to Jerry Fogle and family for the donation of assorted woodworking tools on Wednesday, March 8, And thanks to Susan Hohman for the donation of an elk pelt on Wednesday, March 29.
- On Thursday, March 9, Ida HS senior Lexy spent some time at RRTP, as part of a job shadow with various staff as she prepares for her career in the museum field.
- Thanks to Dr. Gregory Urwin for being our special guest for two Civil War history programs on March 10 and 11: *The Rise of George Armstrong Custer, 1861 – 1865*, and a presentation and screening of *Glory*. The two events were insightful and enriching! Thanks to all staff for their help and participation, and thanks to the River Raisin National Battlefield Park for hosting the *Glory* screening on March 11.
- On Thursday, March 16, we brought a face cord of wood to RRTP to feed the hungry maple sugar fires.
- On Thursday, March 23, we hosted 5th graders from MCES for the living museum event. A great time was had by all. Congratulations to all the students and families, and thanks to Kyla Masserant for coordinating.
- Thanks to Chairman Egen for his help in acquiring a couple new brass cauldrons for the farm, and thanks to volunteers Geoff, Debbie, and Owen Hoerauf, Julie Esch, and Jeff Mogle for their participation and assistance throughout maple sugaring season.

LOCAL HISTORY DIVISION Report
For February, 2023

We were open by appointment with 9 visitors, 3 walk-ins and about 18 GSMC members. The elevator was open for use on the 8th.

I spend my hours between walk-ins, scheduled visitors, phone and email research questions, processing FIC, digital scanning and backlog finding and processing.

Research topics this month included: Dumiller/Dumoulin, downtown business histories, LaSalle township, obits, Leibold, Nelson, Navarre-Godfroy, Masson, Duncanson, St. Antoine cemetery #1, rural 1820-30s clothing, Samuel Agnew/Egnew.

Rachel processed 69 obits from 10 requests. She handled 6 phone call requests and 30 emails. Top surnames & research requested included Fiedler, Kohler, Savage, Rich, Vetter, Lutz, Angerer, Barror, Cochenour, Pattee, Curtis, Covington; and DTE, St. Paul's M.E. church, Petersburg. She assisted at the front desk as needed, also working on the weekends.

Robert had 22 outside calls and answered 16 emails. He continued to contact, answer questions and arrange new donations and fill in at the front desk. He processed a FIC box of eyeglasses in the Archaeology room. We were given Dundee Independent newspapers from GSMC to augment our collection. Robert sorted through them and added those to our Independents. The rest went on to Ellis library via GSMC.

February Accessions:

2023.9	Michael VanWasshnova: Family photographs Peters, Kehres and Van Wasshnova
2023.10	Darlene Young: her loan was transferred to us as a gift- a Nate Quillin punt oar.
2023.11	Lynn Reaume: Family photographs
2023.12	Collection FIC: Photographs from the book 'Legacy of the River Raisin.'

I have finally received the Historical Society's Custer appraisal from last year for updating the 2023 overdue Loan Agreement.

There has been no advancement for the Christmas collection of Bill & Winnie Findley. We had one loan transfer to gift (see above).

I finally had a response from one person who also is overdue; he is going to talk to his committee in March on the loan, so I am still waiting.

PastPerfect:

I've scanned many boxes of images into PastPerfect, with many to go.

I have been working in the Archaeology Collection, identifying, organizing and boxing in anticipation of the Dr. John Chenoweth U-M Dearborn loan. It reminds me what a fantastic job Laurel Heyman did of processing the thousands of artifacts in the Deloueil collection!

I have also been sorting and processing items from Gerry Wykes' office.

County Obituary page use: February, 2023: not received from IT by report time

Lynn W. Reaume, County Historian
2 March 2023

LOCAL HISTORY DIVISION Report
For March, 2023

We were open by appointment with 9 visitors, 3 walk-ins and about 18 GSMC members. This month the upstairs Archives was the target of dripping roof rainwater, with plastic covering our work areas. Workers came in 2X and covered 21 and 16 holes (at least) in the roof. Water up, and water down.

Research topics this month included: Dumiller/Dumoulin, Santure, downtown business histories, a Carleton house, 'Whitey' Labeau, quilts, Ladies Aid Society, architecture, St. Mike's priests, French families, obits, Lotus fountain, No. Macomb house, railroad lands.

Rachel processed 40 obits from 12 requests. She handled 4 phone call requests and 20 emails. Top surnames & research requested included Thurber, Downs, Asher, Unsworth, Liedel, Roberts, Straubel; Schools, Anniversaries and Oaks of Righteousness. She assisted at the front desk as needed, also working on the weekends.

Robert had 15 outside calls and answered 14 emails. Robert sorted more Dundee Independent newspapers from GSMC. He processed 2023.12, FIC with 'Legacy of the River Raisin' photographs, and 2023.0.46, a framed image of the Park Hotel ca.1935. He helped staff the evening Civil War programs, and even was 'in charge' of Battlefield for a while.

Robert and I attended a staff meeting with author/speaker Greg Urwin regarding Custer. We all attended one or two days of the Michigan Local History Conference on the 24-25th in Novi.

March Accessions:

2023.13	David Doss: Photographs pertaining to Grape, MI ca. 1900
2023.14	Bruce Banning: Vietnam Veterans Memorial organizational materials, including the Heck Park Museum and grounds; a large collection noted by a front page, color article in the Monroe News
2023.15	Margot Mehringer: photographs from the Sterling-Dixon family and a wedding dress
2023.16	Donald and Susan Helser: Boy Scout knot display from Weipert Hardware in Monroe
2023.17	Scott Wallinger: Iron Brigade emblem medal
2023.18	Josette B. Koets: Master's Degree thesis pertaining to Monroe; also maps, photographs
2023.19	Sue Helka: 5 shorthand books belonging to her mother, graduate of Carleton High School
2023.20	Jane Sommer: a large collection of Woodland Cemetery and Woodlawn Chapel Assn. records, including ledgers, original documents, burial certificates, maps- also including her work as secretary of the cemetery. Another significant donation to us, dropped off to us by GSMC member Loretta Dunham.

There has been no advancement for the Christmas collection of Bill & Winnie Findley. One loan is awaiting disposition via the Director; one person should be contacting us asap from his March meeting.

We received new computers and monitors in this month. I appreciate the large monitor for the senior eyes! I've scanned many boxes of collection images into PastPerfect: Dunbar, Martin, Newport RFD, Nike, Noble, Nelson, Falk, River Raisin, Summerfield, Whiteford. We have now surpassed 45,000 images!

Ida High School student on job shadowing in the archives for two hours on the 9th. GSMC and daughter Laurie Zeigler Schultz will be scanning the two scrapbook volumes of Tony 'the kite man' Zeigler that we have here in the collection. That's the way to get a volunteer and digitization all at once!

County Obituary page: March, 2023: 9,145 page views from 1,055 viewers; total 'event count' of 20,419.

Lynn W. Reaume, County Historian
4 April 2023

March 3, 2023

Monroe County Museum System Board of Trustees

Guest Services Division Report ♦ February 2023

The Monroe County Museum hosted 372 visitors in the month of January, a **58% increase** from January. The most popular visitation day was Saturday, bringing 145 visitors to the Museum.

Several events captured our time this month: an evening with Stacy Hall on February 18, which drew 36 attendees, and, of course, the February *YesterWays* activity held each Saturday – learning to paint!

Recurring tasks for February included submitting invoices and reimbursements for payment, depositing our monthly donations and archival fees at the County Treasurer's Office, and ordering office supplies, archival quality items, and items for *YesterWays*.

As we inventory the supplies in the main office, we've discovered some fascinating things from years past that are probably of better use as artifacts than office supplies! Mimeograph sheets, anyone?

Oliver continues to be a valuable member of the Guest Services Division – he is wonderful with guests and is dependable and helpful. Megan assists every other Saturday, allowing Oliver to provide much needed help in the County Archives.

Respectfully submitted by Heather Piegza, Guest Services Coordinator

April 6, 2023

Monroe County Museum System Board of Trustees

Guest Services Division Report ♦ March 2023

The Monroe County Museum hosted 367 visitors in the month of March, 294 adults and 73 youths. Even though attendance was a slight decrease from February, I would hazard a guess that it's because Spring Break occurred at the end of the month, tempting people out of town. The most popular visitation day was Saturday, bringing 92 visitors to the Museum.

Several events captured our time this month: On March 10, Dr. Gregory J. W. Urwin presented a talk entitled, *The Rise of George Armstrong Custer: 1861-1865*, which brought 50 attendees to the Museum. The following day, a screening of the 1989 film *Glory* at the River Raisin National Battlefield Park Visitor's Center drew 30 attendees. Lastly, the March "YesterWays" activity, Historic Stitches, attracted 25 visitors who were taught how to sew a hand-made coaster.

Recurring tasks for March included submitting invoices and reimbursements for payment, depositing our monthly donations and archival fees at the County Treasurer's Office, and ordering office supplies, archival items, and items for *YesterWays*.

We've been restocking our Museum giveaways, including a new pocket-sized MCMS-branded notebook.

Respectfully submitted by Heather Piegza, Guest Services Coordinator

Monroe County Museum System Engagement Report - February 2023

Monroe County Museum

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	236	372											608
Visitation Data	In February, we welcomed 372 visitors to the museum - 302 adults and 70 children. 66 people were visiting for the first time! Saturday was the most popular day of the week, bringing in 145 people total. Monthly visitors hailed from Adrian, Monroe, Woodhaven, and Freemont, OH.												
Notes	The Monroe County Museum is operating on a limited public schedule, currently Tuesday-Sunday. The Genealogical Society of Monroe County meets each Wednesday. The Frenchtown Spinners Guild meets on the third Thursday of each month.												

Monroe County Archives

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Obit Requests	33												33
Visitation	6												6
Notes	The MCA is available by appointment only.												

Territorial Park

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	1876	1800											3676
Notes	Visitation numbers are based on the vehicle counter at Papermill School.												

Vietnam Veterans Memorial

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	2366	2413											4779
Notes	Visitation numbers are based on the vehicle counter at Heck Park.												

Vietnam Veterans Memorial Museum

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation													0
Notes	The VVMM will open on Memorial Day Weekend and will be open to visitors from 10-4 on Saturdays, through the end of September.												

Eby Log House - Monroe County Fair

	July 30	July 31	August 1	August 2	August 3	August 4	August 5		YTD Total
Visitation									0
Notes	The 2023 Monroe County Fair runs from July 30 through August 5.								

St. Antoine's

[illegible]

Monroe County Museum System <i>In-Person/Virtual Programs</i> Engagement Report													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Education Kit Usage	0	0											0
Field Trips	0	0											0
MCMS2U Visits	0	1											1
YesterWays	0	10											10
Notes	February YesterWays theme: Learn to Paint! MCMS2U: Andy and JJ visited St. John Elementary School												

Monroe County Museum System Special Events Attendance	
Participation in the 2023 NPS River Raisin Battles Commemoration (January 21)	685
Duncanson YesterWays evening event with Stacy Hall (February 18)	36
Special Events total	721

Monroe County Museum System <i>Social Media</i> Engagement Report													
Facebook	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Post reach	6158	9923											16081
Post engagement	1688	1296											2984
New followers	25	34											59
Total followers	6174	6196											6196

Instagram	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Accounts Reached	13	6											19
Profile visits	19	7											26
Total Followers	838	845											845



Monroe County Museum System Engagement Report - March 2023

Monroe County Museum

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	236	372	367										975
Visitation Data	In March, we welcomed 367 visitors to the museum - 294 adults and 73 children. 60 people were visiting for the first time! Saturday was the most popular day of the week, bringing in 92 people total. Monthly visitors hailed from Monroe, Woodhaven, Missouri, Oklahoma, Virginia, and Kentucky.												
Notes	The Monroe County Museum is operating on a limited public schedule, currently Tuesday-Sunday. The Genealogical Society of Monroe County meets each Wednesday. The Frenchtown Spinners Guild meets on the third Thursday of each month.												

Monroe County Archives

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Obit Requests	33												33
Visitation	6												6
Notes	The MCA is available by appointment only.												

Territorial Park

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	1876	1800	2121										5797
Notes	Visitation numbers are based on the vehicle counter at Papermill School.												

Vietnam Veterans Memorial

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation	2366	2413	2232										7011
Notes	Visitation numbers are based on the vehicle counter at Heck Park.												

Vietnam Veterans Memorial Museum

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Visitation													0
Notes	The VVMM will open on Memorial Day Weekend and will be open to visitors from 10-4 on Saturdays, through the end of September.												

Eby Log House - Monroe County Fair

	<i>July 30</i>	<i>July 31</i>	<i>August 1</i>	<i>August 2</i>	<i>August 3</i>	<i>August 4</i>	<i>August 5</i>		YTD Total
Visitation									0
Notes	The 2023 Monroe County Fair runs from July 30 through August 5.								

St. Antoine's

[illegible]

Monroe County Museum System <i>In-Person/Virtual Programs</i> Engagement Report													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Education Kit Usage	0	0	0										0
Field Trips	0	0	0										0
MCMS2U Visits	0	1	0										1
YesterWays	12	10	25										47
Notes	March YesterWays theme: Historic Stitches												

Monroe County Museum System Special Events Attendance	
Participation in the 2023 NPS River Raisin Battles Commemoration (January 21)	685
Duncanson YesterWays evening event with Stacy Hall (February 18)	35
Maple Sugaring at the River Raisin Territorial Park (March 11, 18, 25)	10
Urwin Lecture (March 10)	50
Screening of Glory & Urwin Talk (March 11)	30
Special Events total	810

Monroe County Museum System <i>Social Media</i> Engagement Report													
Facebook	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Post reach	6158	9923	7395										23476
Post engagement	1688	1296	3008										5992
New followers	25	34	59										118
Total followers	6174	6196	6255										6255
Instagram	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Accounts Reached	13	6	267										286
Profile visits	19	7	21										47
Total Followers	838	845	860										860



YouTube													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
Hours Watched	103.4	78.1	110.6										292.1
Impressions	7093	2971	10254										20318
Views	374	230	637										1241
Most popular video	The Rise of George Armstrong Custer: 1861-1865												