

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

Organizational Meeting

Wednesday, March 24th, 2021

Monroe County Museum – 126 South Monroe Street – Monroe, Michigan 48161

ELECTRONIC VIDEO/TELECONFERENCE VIA ZOOM

This meeting will be held using remote participation via Zoom.

Public Comments may be submitted to the Monroe County Museum System Director Andrew Clark at andy_clark@monroemi.org until 3:00 p.m. on Wednesday, March 24th to be included as part of the public record for this meeting. Click [here](#) for the required format.

You are invited to a Zoom webinar.

When: Mar 24, 2021 06:00 PM Eastern Time (US and Canada)

Topic: Monroe County Museum System // March 2021 Board Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87910996494?pwd=QTNQVTgzbjdsa253dEFoU254eEc5Zz09>

Passcode: 383851

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US:

+13017158592,,87910996494#,,,,*383851# or

+13126266799,,87910996494#,,,,*383851#

Or Telephone:

US: +1 312 626 6799

Webinar ID: 879 1099 6494

Passcode: 383851

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes from Regular Meeting of February 10, 2021
5. Public Comment
6. Committee Updates
 - 6.1. Executive Committee
 - 6.1.1. Millage Update
 - 6.1.2. Museum Promotional Film
 - 6.1.3. PR Opportunities (Bronco McKart/YourStory)
 - 6.1.4. Eby House Update
 - 6.2. Awards Committee
 - 6.3. Markers Committee
 - 6.4. Projects Committee
7. New Business
 - 7.1. Museum Staff Reports
 - 7.2. Updated By Laws
8. Old Business
9. Public Comment
10. Board Comments
11. Adjournment

Next Meeting: Wednesday, March 10th at 6 pm via Zoom

2021 MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES	2021 COMMITTEES
Chair: Brian Egen, District 6 Vice Chair: Jeremy Potter, District 1 Secretary: Thomas Heywood, District 2 Trustee: Mary Strevel, District 3 Trustee: L William Conner, District 4 Trustee: Richard Micka, District 5 Trustee: Tony Trujillo, District 7 Trustee: Michael Humphries, District 8 Trustee: Nick Guthrie, District 9 Immediate Past Chair: Hobby Nels Trustee Emeritus: Richard Sieb	Executive Committee Chair: Brian Egen Members: Jeremy Potter, Thomas Heywood, Hobby Nels, Andrew Clark, and JJ Przewozniak Awards Committee Chair: Mary Strevel Members: Tony Trujillo, Thomas Heywood, 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 HISTORICAL BOARD of TRUSTEES
MEETING MINUTES

February 10 , 2021 at 6:00 p.m. via Zoom

Present: Brian Egen, Chairman (at Monroe) Tom Heywood, Secretary (Dundee)
Nick Guthrie, Member (Dundee) Michael Humphries, Member (Canton, MI)
Richard Micka, Member (Monroe) Hobby Nels, Past Chairman (Monroe)
Richard Sieb, Emeritus (Monroe) Mary Strevel, Member (Florida)
Tony Trujillo, Member (LaSalle)

Excused: Jeremy Potter, Vice-Chairman William Conner, Member
Museum Staff: Andy Clark, Director J.J. Przewozniak, Deputy Director
Lynn Reaume, County Historian

This meeting was called to order at 6:01 p.m. and audible roll was taken. There was a quorum.

Motion was made by H. Nels to accept the meeting agenda, seconded by T. Heywood. Audible roll vote was called and the measure passed.

Motion was made by M. Humphries to approve the January, 2021 meeting minutes, seconded by M. Strevel. Audible roll vote was called and passed.

Public Comment #1: none via internet nor phone.

Executive: Chairman Egen said there had been no meeting of the group.

Awards Committee: Chairwoman M. Strevel said there had been no meeting of the group.

Markers Committee: Chairman Potter was excused; it was reported that there may be a lead on how to affix the new logo to the existing historical markers.

Projects Committee: Chairman Humphries said there was no report; projects have been delayed.

Chairman Egen suggested the military monument (tank and site) in Estral Beach is in need of repair and this would be a good project for the Berlin Township Society to consider.

New Business: Museum Report: Motion was made by M. Humphries, seconded by R. Micka to approve as presented; passed by audible roll.

Collection Deaccession: Chairman Egen introduced the request of Historian L. Reaume to deaccession 54 D.A.R. (Daughters of the American Revolution) magazines from the collection: accessions 74.6.12.1 and 76.9.3.1. Good stewardship involves examination of the collection and its appropriateness to the museum's mission as now defined.

Question was raised about value; this grouping is obsolete and not with monetary value except possibly to the D.A.R.; and the library no longer wants magazines.

Motion was made by N. Guthrie to accept the recommendation for deaccessioning; seconded by R. Sieb and by verbal vote the motion was unanimously passed. The magazines will be recycled.

Millage Update: Chairman M. Humphries (Save Our Stories) reported that the County Commission approved the millage renewal and increase to .15 from .1 mil and it will be on the May 4th ballot. Some misunderstandings have come to the attention and a presentation has been organized by Zoom for Tues. Feb. 23 to the Monroe County Historical Society. Fundraising for the SOS committee has commenced, and different target groups include senior citizens, educators, Labor Unions, etc. Also information sheets and publications will give the public the goals and objectives for the millage.

Old Business: none

Public Comment #2: none via the internet nor phone.

Commissioner comments: S.O.S. Chairman M. Humphries thanked the Trustees for their interest and support. N. Guthrie was identified as the group's Treasurer.

Director Clark informed the group that soon the group's By-Laws updated, updating the name changes.

It was also noted that the Collections department will soon be reaccessing the Collections Policy for updating.

With no other business, motion was made by R. Sieb to adjourn, seconded by M. Humphries and with unanimous voice roll the meeting was ended at 7:15 p.m.

Lynn W. Reaume
Acting recording secretary
22 February 2021

MONROE COUNTY MUSEUM SYSTEM

Director's Report

Submitted by Andrew Clark, Director

Wednesday, March 24, 2021

COVID-19 Organizational Operations

Public access to the galleries at the County Museum are restricted to Thursdays through Saturdays, 10 am to 5 pm, and Sundays, 12 pm to 5 pm. Public access to the County Archives is currently prohibited though research assistance is still being conducted by mail, email, and phone. The grounds of Territorial Park and the Vietnam Veterans Memorial and Museum are open but the buildings remain closed. St Antoine's is not impacted by any COVID-19 restrictions.

At the end of February, the county directed a return to offices and the end of working from home.

Millage Renewal

Attached to my report are a couple sample ballots for the May election.

MCMS By Laws and Ordinance

Attached for your review and approval are the By Laws and Ordinances with suggested revisions. There is a copy with edits and a clean copy without edits.

Digital Michigan Newspaper Grant Program

The MCMS was one of four organizations across the state selected by Central Michigan University's Clarke Historical Library to participate in the Michigan newspaper digitization project for 2021. Belleville Library, Beaver Island Library, and the Diocese of Saginaw were the other organizations selected. March 15th through 20th was the mailed in postcard portion of the campaign. March 22nd through 28th is the Twitter portion of the campaign. Clarke Historical Library will announce the winner on April 2nd.

Maintenance and Operations

Museum and Archives

The sewer gas issue has been mostly resolved. After readjustment of the thermostats, the County Museum and County Archives being too warm seems to have been resolved; the humidity is still lower than what we would prefer. Insulation is going to be added to boiler pipes in the basement to help bring down the temperatures in the workshop, office, and storage areas.

The public bathrooms on the first and second floors have been repaired.

Territorial Park

Please reference Deputy Director Przewozniak's report of current projects.

Vietnam Veterans Memorial and Museum

There are no significant maintenance projects to report.

St Antoine's Historic Site

There are no significant maintenance projects to report.

Historical Projects Fund

The Historical Projects Fund Application has been posted on our website and distributed to county historical organizations and local units of government.

Markers Program

The markers being refurbished for 2021 have been delivered to Sewah Studios in Marietta, Ohio. They should be returned in late Spring to be reinstalled.

Personnel Updates

There are no personnel updates at this time.

Upcoming Closures

Aside from the continued closures on Mondays through Wednesdays due to the pandemic, the next planned closure of the MCMS is Friday, April 2nd at 12 pm for a county Good Friday holiday and Sunday, April 4th all day for Easter.

OFFICIAL BALLOT
Special Election
Tuesday, May 4, 2021
Monroe County, Michigan
Bedford Township, Precinct 2

Proposal Section

County

Monroe County Museum System Funding Renewal and Increase Proposal

Shall the Monroe County Museum System Funding millage which will expire after the tax collections in 2021 be renewed for 0.10 mills and increased by 0.05 mills in accordance with the tax rate limitation imposed under Article IX, Section 6, of the Constitution of the State of Michigan of 1963, such that the County of Monroe be authorized to levy up to 0.15 mills (\$0.15 per \$1,000.00 of taxable valuation, as finally equalized), upon the taxable real and tangible personal property within the County of Monroe, Michigan, for a period of ten (10) years, from 2022 through 2031, both inclusive, for the purpose of providing funding for maintenance, operations, staffing, capital improvements, and for general programs, and for County outreach programs, and for grants, to further the preservation and display of historical artifacts in Monroe County, and for possible partnering with the federal or Michigan governments, all to best use the Monroe County Museum System and the County's historical artifacts, and to promote its programs, for the benefit of the citizens of Monroe County? The estimated revenue for the first year of the levy, if approved and levied in its entirety, shall be \$991,500.00.

Yes

No

Intermediate School District

**Monroe County Intermediate School District
Proposal**

This proposal will allow the intermediate school district to continue to levy regional enhancement millage that will expire with the 2021 levy. Pursuant to state law, the revenue raised by the proposed millage will be collected by the intermediate school district and distributed to the constituent districts of the intermediate school district based on pupil membership count.

Shall the limitation on the amount of taxes which may be assessed against all property in Monroe County Intermediate School District, Michigan, be renewed by .9866 mill (\$0.9866 on each \$1,000 of taxable valuation) for a period of 5 years, 2022 to 2026, inclusive, to provide operating funds to enhance other state and local funding for constituent district technology purposes and related expenses; the estimate of the revenue the intermediate school district will collect if the millage is approved and levied in 2022 is approximately \$6,151,499, which funds are expected to be disbursed as required by statute to Airport Community Schools, Bedford Public Schools, Dundee Community Schools, Ida Public Schools, Jefferson Schools, Mason Consolidated Schools, Monroe Public Schools, Summerfield Schools, Whiteford Agricultural School District, New Bedford Academy, Triumph Academy and Monroe County Intermediate School District (this is a renewal of millage which will expire with the 2021 levy)?

Yes

No

OFFICIAL BALLOT
Special Election
Tuesday, May 4, 2021
Monroe County, Michigan
City of Monroe, Precinct 3N

Proposal Section

County

Monroe County Museum System Funding Renewal and Increase Proposal

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Yes

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Yes

No

BYLAWS

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

UPDATED BY HISTORICAL COMMISSION: FEBRUARY 8, 2017

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2017

UPDATED BY MUSEUM SYSTEM BOARD OF TRUSTEES: 20210

APPROVED BY COUNTY BOARD OF COMMISSIONERS: 20210

ARTICLE I

TITLE

The name of this ~~Commission~~ Board of Trustees shall be the ~~Monroe County Historical Commission~~ Monroe County Museum System Board of Trustees, (hereafter, the "~~Historical Commission~~ Board of Trustees"), as established by the Monroe County Board of Commissioners, (hereafter, the "County Board").

ARTICLE II

PURPOSE

Section 1.0

Functions

The functions of the ~~Historical Commission~~ Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to advise the Director of the Monroe County Museum System and other County owned museums, (hereafter, the "Museum System"), and to sponsor educational opportunities of a historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The ~~Historical Commission~~ Board of Trustees may acquire and maintain appropriate exhibits and displays of a historical nature, cooperate and assist in educational and research programs of a historical nature, and issue historical bulletins and other publications.

Section 2.0

Duties and

Powers

The ~~Historical Commission~~ Board of Trustees shall oversee the administration of the ~~Monroe County~~ Museum System, ~~other County owned museums~~, and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the ~~Historical Commission~~ Museum System ~~and/or Monroe County Museum~~, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the ~~Historical Commission~~ Museum System worthy to exhibit, and to educate and make grants for historical purposes. The ~~Historical Commission~~ Board of Trustees shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the ~~Monroe County~~ Museum System, ~~and other County owned museums~~, and to further the purpose of advancing the historical interests of the County of Monroe. The ~~Historical Commission~~ Museum System may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for

which the ~~Historical Commission~~Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the ~~Historical Commission~~Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The ~~Historical Commission~~Board of Trustees shall oversee the ~~Monroe County~~Museum System, ~~and any other County owned museums,~~ and historical artifacts or displays owned by the County of Monroe.

The ~~Historical Commission~~Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The ~~Historical Commission~~Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE III

CREATION

The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was amended and replaced by a revised Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017, and then was amended and replaced by a latest revised Monroe County ~~Historical Commission~~Museum System Ordinance adopted by the County Board on _____, 201721 (hereafter, the "Ordinance").

ARTICLE IV APPOINTMENT,

MEMBERSHIP, TERMS, ABSENCES, AND VACANCIES

Section 1.0

Membership

There shall always be that number of members of the ~~Historical Commission~~Board of Trustees which corresponds to the number of County Commissioner electoral districts in the County as may be established or provided in accordance with state law, presently nine (9), who are to be appointed and serve in accordance with the provisions of the Ordinance. The members of the ~~Historical Commission~~Board of Trustees may also include a Past Chairperson Commissioner and/or one Commissioner Emeritus, the positions for which may not always be filled, but if filled, shall make the number of members of the ~~Historical Commission~~Board of Trustees ten (10), or eleven (11) if both additional member positions are filled. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

Section 2.0

Terms

The term of office of the members of the ~~Historical Commission~~Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the "County Commissioners" or "County Commissioner" for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory ~~Historical Commission~~Board of Trustees member's term shall terminate sooner than the two (2) year term if the appointing County Commissioner for that member leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the ~~Historical Commission~~Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the ~~Historical Commission~~Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

Section 3.0

Appointment

Except as otherwise provided, each of the nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) ~~Historical Commission~~Board of Trustees member appointment. Also, except as otherwise provided, the appointment by a County Commissioner of a ~~Historical Commission~~Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory ~~Historical Commission~~Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the ~~Historical Commission~~Board of Trustees, the previous member of the ~~Historical Commission~~Board of Trustees shall continue to be a member until replaced by the new appointment.

Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) ~~Historical Commission~~Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a ~~Historical Commission~~Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the ~~Historical Commission~~Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

~~For those current members of the Historical Commission whose terms have not ended at the time of the adoption of the Monroe County Historical Commission Ordinance as was adopted and in effect in 2015, they shall be able to continue to serve as Historical Commission members for the remainder of their previously stated terms. As the existing terms of those previously appointed members of the Historical Commission end, the appointment process stated in these Bylaws shall control. Since the existing terms for the previously appointed members of the Historical Commission do not end at the same time, there shall be an order of priority for the County Commissioners to make appointments to the Historical Commission in accordance with these Bylaws above, and that priority shall be established by the numbering of the County Commissioner Districts, one (1) through (9), with the County Commissioner from the first District to make the first available appointment, and the County Commissioner from the second District to make the second available appointment, and so on until all nine (9) appointments are made in accordance with the procedures established by these Bylaws above, except as follows: If there is an existing member of the Historical Commission from the appointing County Commissioner's District, the appointment shall transfer to the next numbered County Commissioner District, such as from the first District to the second District, if there is an existing member of the Historical Commission from the first District, and so on until there is a County Commissioner District without a member on the Historical Commission. If a lower numbered District is passed because there is an existing member of the Historical Commission from that District, the next time an appointment is to be made, the lowest numbered District that was passed shall have the first priority to make the appointment, and the appointment procedure shall proceed as stated above, except that any District which has had an appointment made under these Bylaws shall be passed.~~

Section 4.0

Absences

After three (3) unexcused absences from a regular meeting of the ~~Historical Commission~~Board of Trustees a mandatory member of the ~~Historical Commission~~Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the ~~Historical Commission~~Board of Trustees member and replace that ~~Historical Commission~~Board of Trustees member position with a new ~~Historical Commission~~Board of Trustees member. Once notified of the three (3) unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the ~~Historical Commission~~Board of Trustees for the three (3) unexcused absences. If the appointing County Commissioner does not remove the member of the ~~Historical Commission~~Board of Trustees, the County Board acting collectively may take action to remove the member of the ~~Historical Commission~~Board of Trustees after three (3) unexcused absences. After any removal of a mandatory member of the ~~Historical Commission~~Board of Trustees, a vacancy shall be created which will be filled in accordance with the paragraph below for vacancies.

Section 5.0

Vacancies

If there ever is a vacancy created by a mandatory member of the ~~Historical Commission~~Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the ~~Historical Commission~~Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the ~~Historical Commission~~Board of Trustees is vacant, unless otherwise provided. The County Commissioner shall have thirty (30) days to fill the vacancy, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County

Commissioner District, even if another member of the ~~Historical Commission~~Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the ~~Historical Commission~~Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

Section 6.0 Commissioner

~~Past~~ ~~Chairperson~~

Any outgoing member of the ~~Historical Commission~~Board of Trustees, who is not being reappointed by a County Commissioner for a next term, and who was the Chairperson of the ~~Historical Commission~~Board of Trustees at the end of his or her appointment, shall automatically be a Past Chairperson ~~Commissioner~~Trustee and a member of the ~~Historical Commission~~Board of CommissionersTrustees for the next term. A Past Chairperson ~~Commissioner~~Trustee shall serve for a period of two (2) years, beginning on January 1 following the December 31 end of the Past Chairperson ~~Commissioner~~Trustee's expiring term. At the end of that two (2) year term as a Past Chairperson ~~Commissioner~~Trustee, the appointment shall end if there is a new Past Chairperson ~~Commissioner~~Trustee, and if there is not, the appointment shall temporarily extend past the two (2) year term to the end of the first meeting of the ~~Historical Commission~~Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Past Chairperson ~~Commissioner~~Trustee may serve indefinitely upon reappointment by majority vote every two (2) years, but whenever there is a subsequent Past Chairperson, the term and appointment of the earlier Past Chairperson shall end. There can only be one Past Chairperson ~~Commissioner~~Trustee, and that is the most recent one not reappointed by a County Commissioner. Reappointment of a Past Chairperson is never required, and the position may be left unfilled after the first two (2) year appointment ends.

A Past Chairperson ~~Commissioner~~Trustee shall be afforded one (1) vote on matters that come before the ~~Commission~~Board of Trustees, and may be removed for any reason at any time by a majority vote of the other members of the ~~Historical Commission~~Board of Trustees.

Section 7.0 Emeritus

~~Commissioner~~ ~~Trustee~~

The members of the ~~Historical Commission~~Board of Trustees may, if they so choose by a majority vote, appoint no more than one (1) ~~Commissioner~~ ~~Trustee~~ Emeritus. Only an outgoing member of the ~~Historical Commission~~Board of Trustees, who is not being reappointed for a next term, and who has served for no less than twelve (12) continuous years immediately previous to the end of his or her appointment, qualifies for appointment as a ~~Commissioner~~ ~~Trustee~~ Emeritus. A ~~Commissioner~~ ~~Trustee~~ Emeritus shall serve for a period of two (2) years, beginning with appointment on, or as soon after, January 1 of an odd numbered year, which term shall end on December 31 of the next even numbered year, but shall temporarily extend past the two (2) year term to the end of the first meeting of the ~~Historical Commission~~Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A ~~Commissioner~~ ~~Trustee~~ Emeritus may serve indefinitely upon reappointment by majority vote every two (2) years. Appointment or reappointment of a ~~Commissioner~~ ~~Trustee~~ Emeritus is never required, and the position may be left unfilled at any time.

Each ~~Commissioner~~ ~~Trustee~~ Emeritus shall be afforded one (1) vote on matters that come before the Commission, and may be removed for any reason at any time by a majority vote of the other members of the ~~Historical Commission~~Board of Trustees.

ARTICLE V

OFFICERS

At its first meeting of the year, the ~~Historical Commission~~Board of Trustees shall elect by a majority vote of its entire membership, a Chairperson, Vice-Chairperson and Secretary. The term of each office shall be one (1) year for the ensuing calendar year, but a previously elected officer may continue to act on a temporary basis after the term has ended until a new officer is elected or reelected. The Chairperson shall preside at all public meetings of the ~~Historical Commission~~Board of Trustees, and preserve order at each meeting and shall, in the absence of the Vice-Chairperson, have the power to call any member of the ~~Historical Commission~~Board of Trustees temporarily to the chair. The Chairperson shall appoint all committees of the ~~Historical Commission~~Board of Trustees unless otherwise especially ordered. The Vice-Chairperson shall preside at public meetings of the ~~Historical Commission~~Board of Trustees in the absence of the Chairperson. The Secretary, or designated representative, shall record or cause to be recorded all minutes of the meetings of the ~~Historical Commission~~Board of Trustees.

ARTICLE VI

DECISIONS

Section 1.0

Quorum

A majority of the members of the ~~Historical Commission~~Board of Trustees shall constitute a quorum for purposes of transacting the business of the ~~Historical Commission~~Board of Trustees.

Section 2.0

Voting

A. Method of voting. Each member of the ~~Historical Commission~~Board of Trustees shall have one (1) vote. An affirmative vote of the quorum shall be sufficient to pass, approve, or adopt any motion, resolution, action, or proposal. Voting shall ordinarily be by voice vote, provided however, that a roll call vote shall be required if requested by any ~~Historical Commission~~Board of Trustees member or directed by the Chairperson or other member presiding at the meeting. All members of the ~~Historical Commission~~Board of Trustees including the Chairperson or other member presiding at the meeting shall vote on all matters, but the Chairperson or other member presiding at the meeting shall vote last. Any officer, including the Chairperson or other member presiding at the meeting may make and second motions or resolutions.

B. Reconsideration and Rescind. Any member who votes with the majority on any question may move for its reconsideration at the same meeting of the ~~Historical Commission~~Board of Trustees, but not later, and no question shall be reconsidered more than once. A motion to rescind, if allowed by law or parliamentary procedure, may be made by any member at the same meeting or at any subsequent meeting.

C. Voting where no quorum present. If a quorum is not present at a meeting, the ~~Historical Commission~~Board of Trustees member(s) present may adjourn any action, motion, meeting or public hearing by an affirmative vote of a simple majority of the ~~Historical Commission~~Board of Trustees members present and voting, but they may not take any other action.

D. Excused or abstaining from voting for conflict of interest. Any member may be excused from voting if that person declares a conflict of interest. Any member abstaining from a vote shall not participate in the discussion of that item. A member shall not abuse the right to abstain from

voting when true conflicts or clear appearances of impropriety do not exist.

ARTICLE VII

BUDGET

A. The ~~Monroe County~~ Museum System Director shall work with the Monroe County Finance Department to prepare annually a tentative budget for the Museum System to be reviewed and considered by the ~~Historical Commission and~~ Monroe County Board of Commissioners Museum for the next calendar year together with an estimate of probable receipts of ~~the Historical Commission and Monroe County~~ the Museum System for that year.

~~B. The Monroe County Museum Director shall furnish the tentative budget for the next calendar year to the Historical Commission and to the Monroe County Administrator or the County Finance Department.~~

~~C. The tentative budget for the next calendar year shall be reviewed and revised as determined by the Historical Commission. The Monroe County Administrator or the County Finance Department may provide guidance and suggestions to the Historical Commission.~~

~~D. The Historical Commission Chairperson or his or her designee will be the sole spokesperson on all matters of budget with the County Board of Commissioners. Employees of the Monroe County Museum or members or employees of the Historical Commission shall not present any matters relating to the budget to the County Board of Commissioners or its agents without specific authorization by the Historical Commission. The Monroe County Museum Director may present any matters relating to the budget along with or alone when authorized by the Historical Commission Chairperson.~~

E. ~~The Historical Commission~~ The Board of Commissioners shall vote on a final budget for the next calendar year, which, if approved, shall become the budget for the ~~Historical Commission and Monroe County~~ Museum. System ~~if approved specifically by the County Board of Commissioners or included as part of the approved Monroe County annual budget.~~

ARTICLE VIII

REGULAR MEETINGS

Section 1.0

Schedule

The ~~Historical Commission~~ Board of Trustees shall assemble at such times and locations as shall be designated at its first official meeting of a calendar year. There shall be no less than four (4) meetings each calendar year. Such times will normally project all regular meetings for the calendar year, and the annual meeting schedule shall be posted in accordance with the Open Meetings Act.

Section 2.0

Change of Schedule

If there is a change in the schedule for regular meetings, the Chairperson, or designated

representative, shall post within three (3) days after the meeting at which the change is made, a public notice stating the new dates, times and places of its regular meetings. Notice for a specific rescheduled regular meeting shall be posted at the County Clerk's Office, the normal place for posting for the Historical Commission Board of Trustees, and at any other site where the meetings will be held, at least eighteen (18) hours before the meeting. The cancellation or rescheduling of a meeting due to inclement weather or a similar Act of God, or because of lack of a quorum or for other good cause, shall be at the discretion of the Chairperson, or designated representative.

Section 3.0

Minutes

Minutes shall be kept and approved for each meeting. A copy of the approved minutes of each meeting of this Historical Commission Board of Trustees shall be supplied to the Chairperson of the County Board by the Monroe County Museum System Director after the meeting at which they were approved.

ARTICLE IX

SPECIAL -MEETINGS

Special meetings may be called by the Chairperson or four (4) members upon written request to the Chairperson. Public notice of a special meeting must state the purpose, date, time and place of a special meeting of the Historical Commission Board of Trustees and shall be posted by the Chairperson, or designated representative, in the same manner as for rescheduled regular meetings, at least eighteen (18) hours before the special meeting.

ARTICLE X

AGENDAS

Section 1.0

The Chairperson shall establish the agenda for all meetings, except, if a member wants an item on the agenda he or she may request that the Chairperson place an item on the agenda by giving a written request to the Chairperson at least six (6) days before the meeting. If the Chairperson refuses to place an item on the agenda for two (2) consecutive meetings, a majority of the Historical Commission Board of Trustees may determine to add a matter to the agenda.

Section 2.0

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes

6. Public Comment
7. Old Business
8. New Business
9. Public Comment
10. Information
11. Commission Comment
12. Adjournment

ARTICLE XI

PUBLIC MEETING

The business which the ~~Historical Commission~~Board of Trustees may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Michigan Public Act 267, of the Public Acts of 1976.

ARTICLE XII

PARLIAMENTARY PROCESS

For meetings of the ~~Historical Commission~~Board of Trustees, the rules of procedure set forth in Robert's Rules of Parliamentary Procedure shall govern in all cases in which it is not inconsistent with and not contrary to any existing laws of the State of Michigan.

ARTICLE XIII

AMENDMENTS

The Bylaws may be amended, added to, or repealed by a majority vote of all of the appointed members of the ~~Historical Commission~~Board of Trustees at a regular meeting provided that notice of the proposed amendment, revision or repeal is given to each member of the ~~Historical Commission~~Board of Trustees in writing at least seven (7) days prior to the regular or special meeting at which the amendment is intended to be acted upon. If all of the members of the ~~Historical Commission~~Board of Trustees are present at a meeting, regular or special, and they all agree, the Bylaws may be amended, added to, or repealed by the unanimous vote of the ~~Historical Commission~~Board of Trustees, without prior written notice.

ADOPTION

The Chairperson of the Monroe County ~~Historical Commission~~Museum System Board of Trustees hereby certifies that the above-stated Bylaws were adopted to supercede any previously adopted Bylaws and were made immediately effective by a majority vote of the membership of the ~~Monroe County Historical Commission~~Museum System Board of Trustees at a regularly scheduled meeting of the ~~Commission~~Board of Trustees held on the ~~7th day of February,~~2017, _____, 2021.

Dated: _____

By: _____

Brian Egen, Chairperson
Monroe County **Historical**

~~Commission~~ Museum System Board of Trustees

APPROVED

The Chairperson of the Monroe County Board of Commissioners hereby certifies that the above-stated Bylaws, as adopted by the Monroe County ~~Historical Commission~~ Museum System Board of Trustees on ~~February 7, 2017~~ _____, 2021, were approved by a majority vote of the membership of the Monroe County Board of Commissioners at a regularly scheduled meeting of the County Board held on the _____ day of _____, 201721.

Dated: _____

By: _____

J. Henry Lievens
Mark R. Brant, Chairperson
Monroe County Board of Commissioners

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BYLAWS

MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES

UPDATED BY HISTORICAL COMMISSION: FEBRUARY 8, 2017

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2017

UPDATED BY MUSEUM SYSTEM BOARD OF TRUSTEES: _____, 2021

APPROVED BY COUNTY BOARD OF COMMISSIONERS: _____, 2021

ARTICLE I

TITLE

The name of this Board of Trustees shall be the Monroe County Museum System Board of Trustees, (hereafter, the “Board of Trustees”), as established by the Monroe County Board of Commissioners, (hereafter, the “County Board”).

ARTICLE II

PURPOSE

Section 1.0

Functions

The functions of the Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to advise the Director of the Monroe County Museum and other County owned museums, (hereafter, the “Museum System”), and to sponsor educational opportunities of a historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The Board of Trustees may acquire and maintain appropriate exhibits and displays of a historical nature, cooperate and assist in educational and research programs of a historical nature, and issue historical bulletins and other publications.

Section 2.0

Duties and

Powers

The Board of Trustees shall oversee the administration of the Museum System, and their contents, and, within the provisions provided therefore in the County Board’s budget for each fiscal year for the Museum System, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County’s historical material and items determined by the Museum System worthy to exhibit, and to educate and make grants for historical purposes. The Board of Trustees shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the Museum System, and to further the purpose of advancing the historical interests of the County of Monroe. The Museum System may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust.

The Board of Trustees shall oversee the Museum System, and historical artifacts or displays owned by the County of Monroe.

The Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE III

CREATION

The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was amended and replaced by a revised Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was amended and replaced by a further revised Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017, and then was amended and replaced by a latest revised Monroe County Museum System Ordinance adopted by the County Board on _____, 2021 (hereafter, the “Ordinance”).

**ARTICLE IV
APPOINTMENT,**

**MEMBERSHIP,
ABSENCES,
VACANCIES** **TERMS,
AND**

Section 1.0

Membership

There shall always be that number of members of the Board of Trustees which corresponds to the number of County Commissioner electoral districts in the County as may be established or provided in accordance with state law, presently nine (9), who are to be appointed and serve in accordance with the provisions of the Ordinance. The members of the Board of Trustees may also include a Past Chairperson Commissioner and/or one Commissioner Emeritus, the positions for which may not always be filled, but if filled, shall make the number of members of the Board of Trustees ten (10), or eleven (11) if both additional member positions are filled. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

Section 2.0

Terms

The term of office of the members of the Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the “County Commissioners” or “County Commissioner” for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory Board of Trustees member’s term shall terminate sooner than the two (2) year term if the appointing County Commissioner for that member leaves office early for any reason, such as

for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

Section 3.0

Appointment

Except as otherwise provided, each of the nine (9) mandatory members of the Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) Board of Trustees member appointment. Also, except as otherwise provided, the appointment by a County Commissioner of a Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the Board of Trustees, the previous member of the Board of Trustees shall continue to be a member until replaced by the new appointment.

Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

Section 4.0

Absences

After three (3) unexcused absences from a regular meeting of the Board of Trustees a mandatory member of the Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the Board of Trustees member and replace that Board of Trustees member position with a new Board of Trustees member. Once notified of the three (3) unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the Board of Trustees for the three (3) unexcused absences. If the appointing County Commissioner does not remove the member of the Board of Trustees, the

County Board acting collectively may take action to remove the member of the Board of Trustees after three (3) unexcused absences. After any removal of a mandatory member of the Board of Trustees, a vacancy shall be created which will be filled in accordance with the paragraph below for vacancies.

Section 5.0

Vacancies

If there ever is a vacancy created by a mandatory member of the Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the Board of Trustees is vacant, unless otherwise provided. The County Commissioner shall have thirty (30) days to fill the vacancy, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

Section 6.0

Past-Chairperson

Commissioner

Any outgoing member of the Board of Trustees, who is not being reappointed by a County Commissioner for a next term, and who was the Chairperson of the Board of Trustees at the end of his or her appointment, shall automatically be a Past Chairperson Trustee and a member of the Board of Trustees for the next term. A Past Chairperson Trustee shall serve for a period of two (2) years, beginning on January 1 following the December 31 end of the Past Chairperson Trustee's expiring term. At the end of that two (2) year term as a Past Chairperson Trustee, the appointment shall end if there is a new Past Chairperson Trustee, and if there is not, the appointment shall temporarily extend past the two (2) year term to the end of the first meeting of the Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Past Chairperson Trustee may serve indefinitely upon reappointment by majority vote every two (2) years, but whenever there is a subsequent Past Chairperson, the term and appointment of the earlier Past Chairperson shall end. There can only be one Past Chairperson Trustee, and that is the most recent one not reappointed by a County Commissioner. Reappointment of a Past Chairperson is never required, and the position may be left unfilled after the first two (2) year appointment ends.

A Past Chairperson Trustee shall be afforded one (1) vote on matters that come before the Board of Trustees, and may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

Section 7.0

Trustee

Emeritus

The members of the Board of Trustees may, if they so choose by a majority vote, appoint no more than one (1) Trustee Emeritus. Only an outgoing member of the Board of Trustees, who is not

being reappointed for a next term, and who has served for no less than twelve (12) continuous years immediately previous to the end of his or her appointment, qualifies for appointment as a Trustee Emeritus. A Trustee Emeritus shall serve for a period of two (2) years, beginning with appointment on, or as soon after, January 1 of an odd numbered year, which term shall end on December 31 of the next even numbered year, but shall temporarily extend past the two (2) year term to the end of the first meeting of the Board of Trustees in the next odd numbered year, to determine if reappointment shall be made. If reappointment is not made at that first meeting in the next odd numbered year, the term and appointment shall end. A Trustee Emeritus may serve indefinitely upon reappointment by majority vote every two (2) years. Appointment or reappointment of a Trustee Emeritus is never required, and the position may be left unfilled at any time.

Each Trustee Emeritus shall be afforded one (1) vote on matters that come before the Commission, and may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

ARTICLE V

OFFICERS

At its first meeting of the year, the Board of Trustees shall elect by a majority vote of its entire membership, a Chairperson, Vice-Chairperson and Secretary. The term of each office shall be one (1) year for the ensuing calendar year, but a previously elected officer may continue to act on a temporary basis after the term has ended until a new officer is elected or reelected. The Chairperson shall preside at all public meetings of the Board of Trustees, and preserve order at each meeting and shall, in the absence of the Vice-Chairperson, have the power to call any member of the Board of Trustees temporarily to the chair. The Chairperson shall appoint all committees of the Board of Trustees unless otherwise especially ordered. The Vice-Chairperson shall preside at public meetings of the Board of Trustees in the absence of the Chairperson. The Secretary, or designated representative, shall record or cause to be recorded all minutes of the meetings of the Board of Trustees.

ARTICLE VI

DECISIONS

Section 1.0

Quorum

A majority of the members of the Board of Trustees shall constitute a quorum for purposes of transacting the business of the Board of Trustees.

Section 2.0

Voting

A. Method of voting. Each member of the Board of Trustees shall have one (1) vote. An affirmative vote of the quorum shall be sufficient to pass, approve, or adopt any motion, resolution, action, or proposal. Voting shall ordinarily be by voice vote, provided however, that a roll call vote shall be required if requested by any Board of Trustees member or directed by the Chairperson or other member presiding at the meeting. All members of the Board of Trustees including the Chairperson or other member presiding at the meeting shall vote on all matters, but the Chairperson or other member presiding at the meeting shall vote last. Any officer, including the Chairperson or other member presiding at the meeting may make and second motions or resolutions.

B. Reconsideration and Rescind. Any member who votes with the majority on any question may move for its reconsideration at the same meeting of the Board of Trustees, but not later, and no question shall be reconsidered more than once. A motion to rescind, if allowed by law or parliamentary procedure, may be made by any member at the same meeting or at any subsequent meeting.

C. Voting where no quorum present. If a quorum is not present at a meeting, the Board of Trustees member(s) present may adjourn any action, motion, meeting or public hearing by an affirmative vote of a simple majority of the Board of Trustees members present and voting, but they may not take any other action.

D. Excused or abstaining from voting for conflict of interest. Any member may be excused from voting if that person declares a conflict of interest. Any member abstaining from a vote shall not participate in the discussion of that item. A member shall not abuse the right to abstain from voting when true conflicts or clear appearances of impropriety do not exist.

ARTICLE VII

BUDGET

A. The Museum System Director shall work with the Monroe County Finance Department to prepare annually a tentative budget for the Museum System to be reviewed and considered by the Monroe County Board of Commissioners for the next calendar year together with an estimate of probable receipts of the Museum System for that year.

B. The Board of Commissioners shall vote on a final budget for the next calendar year, which, if approved, shall become the budget for the Museum. System

ARTICLE VIII

REGULAR MEETINGS

Section 1.0

Schedule

The Board of Trustees shall assemble at such times and locations as shall be designated at its first official meeting of a calendar year. There shall be no less than four (4) meetings each calendar year. Such times will normally project all regular meetings for the calendar year, and the annual meeting schedule shall be posted in accordance with the Open Meetings Act.

Section 2.0

Change of Schedule

If there is a change in the schedule for regular meetings, the Chairperson, or designated representative, shall post within three (3) days after the meeting at which the change is made, a public notice stating the new dates, times and places of its regular meetings. Notice for a specific rescheduled regular meeting shall be posted at the County Clerk's Office, the normal place for posting for the Board of Trustees, and at any other site where the meetings will be held, at least eighteen (18) hours before the meeting. The cancellation or rescheduling of a meeting due to inclement weather or a similar Act of God, or because of lack of a quorum or for other good cause, shall be at the discretion of the Chairperson, or designated representative.

Section 3.0

Minutes

Minutes shall be kept and approved for each meeting. A copy of the approved minutes of each meeting of this Board of Trustees shall be supplied to the Chairperson of the County Board by the Monroe County Museum System Director after the meeting at which they were approved.

ARTICLE IX

SPECIAL MEETINGS

Special meetings may be called by the Chairperson or four (4) members upon written request to the Chairperson. Public notice of a special meeting must state the purpose, date, time and place of a special meeting of the Board of Trustees and shall be posted by the Chairperson, or designated representative, in the same manner as for rescheduled regular meetings, at least eighteen (18) hours before the special meeting.

ARTICLE X

AGENDAS

Section 1.0

The Chairperson shall establish the agenda for all meetings, except, if a member wants an item on the agenda he or she may request that the Chairperson place an item on the agenda by giving a written request to the Chairperson at least six (6) days before the meeting. If the Chairperson refuses to place an item on the agenda for two (2) consecutive meetings, a majority of the Board of Trustees may determine to add a matter to the agenda.

Section 2.0

Order of Business

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Minutes
6. Public Comment
7. Old Business
8. New Business
9. Public Comment
10. Information
11. Commission Comment
12. Adjournment

ARTICLE XI

PUBLIC MEETING

The business which the Board of Trustees may perform shall be conducted at a public meeting held in compliance with the Open Meetings Act, Michigan Public Act 267, of the Public Acts of 1976.

ARTICLE XII

PARLIAMENTARY PROCESS

For meetings of the Board of Trustees, the rules of procedure set forth in Robert's Rules of Parliamentary Procedure shall govern in all cases in which it is not inconsistent with and not contrary to any existing laws of the State of Michigan.

ARTICLE XIII

AMENDMENTS

The Bylaws may be amended, added to, or repealed by a majority vote of all of the appointed members of the Board of Trustees at a regular meeting provided that notice of the proposed amendment, revision or repeal is given to each member of the Board of Trustees in writing at least seven (7) days prior to the regular or special meeting at which the amendment is intended to be acted upon. If all of the members of the Board of Trustees are present at a meeting, regular or special, and they all agree, the Bylaws may be amended, added to, or repealed by the unanimous vote of the Board of Trustees, without prior written notice.

ADOPTION

The Chairperson of the Monroe County Museum System Board of Trustees hereby certifies that the above-stated Bylaws were adopted to supercede any previously adopted Bylaws and were made immediately effective by a majority vote of the membership of the Museum System Board of Trustees at a regularly scheduled meeting of the Board of Trustees held on the _____, 2021.

Dated: _____

By: _____
Brian Egen, Chairperson
Monroe County Museum
System Board of Trustees

APPROVED

The Chairperson of the Monroe County Board of Commissioners hereby certifies that the above-stated Bylaws, as adopted by the Monroe County Museum System Board of Trustees on _____, 2021, were approved by a majority vote of the membership of the Monroe County Board of Commissioners at a regularly scheduled meeting of the County Board held on the _____ day of _____, 2021.

Dated: _____

By: _____

Mark R. Brant, Chairperson
Monroe County Board of Commissioners

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MONROE COUNTY ~~HISTORICAL COMMISSION~~MUSEUM SYSTEM ORDINANCE

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REPEAL AND REPLACEMENT OF PREVIOUS MONROE COUNTY HISTORICAL
COMMISSION ORDINANCE ADOPTED IN 1966 AND
REPEALED BY ORDINANCE ADOPTED IN 2005
AND REPEALED BY ORDINANCE ADOPTED IN 2015
AND REPEALED BY ORDINANCE ADOPTED IN 2017

ADOPTED BY THE BOARD OF COMMISSIONERS – _____,
2017~~2020~~21

ARTICLE I. **REPEAL AND REPLACEMENT OF PRIOR ORDINANCE AND
CONTINUATION OF THE MONROE COUNTY HISTORICAL
COMMISSION TO BE KNOWN HEREAFTER AS THE MONROE
COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES**

IA. REPEAL AND REPLACEMENT. The Monroe County Historical Commission Ordinance, first adopted on October 17, 1966, and which was replaced by an amending Ordinance on February 8, 2005, and replaced again by an amending Ordinance on July 21, 2015, and replaced again by an amending Ordinance on March 21, 2017. is hereby repealed and replaced by this new amending Ordinance adopted in 2017~~2021~~, as of the effective date of this amending Ordinance. The Ordinance will hereafter be known as the “Monroe County Museum System Ordinance”.

IB. CONTINUED EFFECT. The Monroe County Historical Commission Museum System, (hereafter, the “Historical Commission”), ~~which~~ is ~~is~~ and has continued ~~without interruption by this Ordinance in effect up to the time of this amending Ordinance, adopted in 2021.~~ Hereafter, the Monroe County Historical Commission shall be known as the Monroe County Museum System Board of Trustees.

ARTICLE II. **TITLE, PURPOSE, AUTHORITY, AND JURISDICTION**

IIA. TITLE. This Ordinance shall be known and may be cited as the Monroe County ~~Historical Commission~~Museum System Ordinance.

IIB. PURPOSE. The Monroe County Board of Commissioners (hereafter, the “County Board”) has determined that it is in the best interests of the County of Monroe and its citizens to promote and advance the many historical interests involving the County of Monroe, including but not necessarily limited to the Monroe County Museum, other County museums, and other historical programs and services, (hereafter, the “Museum System”). The County Board has further determined that it wishes to ~~maintain~~replace the Historical Commission with the Monroe County Museum System Board of Trustees ~~but change the manner of appointment for the members of the Historical Commission~~Board of Trustees (hereafter, the “Board of Trustees”), and to adjust certain other language.

IIC. AUTHORITY. This Ordinance is adopted under authority of Michigan Public Act 156 of the Public Acts of 1851, as amended, (specifically MCL 46.11), and Michigan Public Act 213 of the Public Acts of 1957, as amended (MCL 399.171-399.172), and not Act 169 of the Public Acts of 1970 for the reason that the Monroe County Historical Commission was established by Ordinance before August 3, 1970.

IID. JURISDICTION. This Ordinance, and the regulations and procedures contained herein shall apply to and govern the ~~Historical Commission~~Monroe County Museum System Board of Trustees, as originally established as the Monroe County Historical Commission in 1966, but renamed in 2020 to be the Monroe County Museum System Board of Trustees.

ARTICLE III. HISTORICAL — COMMISSION MONROE COUNTY MUSEUM SYSTEM AND MEMBERSHIP

IIIA. ~~HISTORICAL COMMISSION MUSEUM SYSTEM BOARD OF TRUSTEES ESTABLISHED.~~ The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was ~~amended and replaced~~ continued by a Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was ~~amended and replaced~~ continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017. This Ordinance shall continue ~~replace~~ the Historical Commission, ~~as modified by this Ordinance~~ but rename it to be the Museum System Board of Trustees.

IIIB. MEMBERS OF ~~HISTORICAL COMMISSION MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES.~~ There shall be nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees to be appointed and serve in accordance with the provisions of this Ordinance. There may also be one Past Chairman ~~Commissioner~~Trustee and/or one (1) ~~Trustee~~Commissioner-Emeritus appointed by the ~~Historical Commission~~Board of Trustees from time to time. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

IIIC. TERM OF OFFICE. The term of office of the members of the ~~Historical Commission~~Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the “County Commissioners” or “County Commissioner” for one), and shall begin on January 1 of every odd numbered year, or as soon

thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory ~~Historical Commission~~Board of Trustees's member's term shall terminate sooner than the two year term if the appointing County Commissioner leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the ~~Historical Commission~~Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the ~~Historical Commission~~Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

IIID. APPOINTMENT OF MONROE COUNTY ~~HISTORICAL COMMISSION MEMBERS~~MUSEUM SYSTEM BOARD OF TRUSTEES. Except as otherwise provided in this Ordinance, each of the nine (9) mandatory members of the ~~Historical Commission~~Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) ~~Historical Commission~~Board of Trustees member appointment. Also except as otherwise provided in this Ordinance, the appointment by a County Commissioner of a mandatory ~~Historical Commission~~Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory ~~Historical Commission~~Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the ~~Historical Commission~~Board of Trustees, the previous member of the ~~Historical Commission~~Board of Trustees shall continue to be a member until replaced by the new appointment.

IIIE. ALTERNATIVE APPOINTMENT PROCESS. Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) mandatory ~~Board of Trustees~~Historical Commission member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment as provided in this Section III.E. If

the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a mandatory ~~Board of Trustees~~Historical Commission member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the ~~Board of Trustees~~Historical Commission was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

~~**III F. TERMS OF EXISTING MEMBERS.** Notwithstanding what is stated above in this Ordinance, for those current members of the Historical Commission whose terms had not ended at the time of the adoption of this Ordinance as was in effect in 2015, they shall be able to continue to serve as Historical Commission members for the remainder of their previously stated terms. As the existing terms of those previously appointed members of the Historical Commission end, the appointment process provided by this Ordinance as was first placed in effect in 2015 shall control. Since the existing terms for the previously appointed members of the Historical Commission do not end at the same time, there shall be an order of priority for the County Commissioners to make appointments to the Historical Commission in accordance with the new procedure provided by this Ordinance as was first placed in effect in 2015, and that priority shall be established by the numbering of the County Commissioner Districts, one (1) through (9), with the County Commissioner from the first District to make the first available appointment, and the County Commissioner from the second District to make the second available appointment, and so on until all nine appointments are made in accordance with the procedures established by this Ordinance as was first placed in effect in 2015, except as follows: If there is an existing member of the Historical Commission from the appointing County Commissioner's District, the appointment shall transfer to the next numbered County Commissioner District, such as from the first District to the second District, if there is an existing member of the Historical Commission from the first District, and so on until there is a County Commissioner District without a member on the Historical Commission. If a lower numbered District is passed because there is an existing member of the Historical Commission from that District, the next time an appointment is to be made, the lowest numbered District that was passed shall have the first priority to make the appointment, and the appointment procedure shall proceed as stated above, except that any District which has had an appointment made under this Ordinance shall be passed.~~

~~**III G. REMOVAL OF MEMBERS FOR UNEXCUSED ABSENCES.** After three (3) unexcused absences from a regular meeting of the ~~Board of Trustees~~Historical Commission a mandatory member of the ~~Board of Trustees~~Historical Commission may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the ~~Board of~~~~

~~TrusteesHistorical Commission~~ member and replace that ~~Board of TrusteesHistorical Commission~~ member position with a new ~~Board of TrusteesHistorical Commission~~ member. Once notified of the three unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the ~~Board of TrusteesHistorical Commission~~ for the three unexcused absences. If the appointing County Commissioner does not remove the member of the ~~Board of TrusteesHistorical Commission~~, the County Board acting collectively may take action to remove the member of the ~~Board of TrusteesHistorical Commission~~ after three (3) unexcused absences. After any removal of a member of ~~the Board of Trustees—the Historical Commission~~, a vacancy shall be created which will be filled in accordance with Section IIIHG below.

IIIHG. VACANCIES. If there ever is a vacancy created by a mandatory member of the ~~Board of TrusteesHistorical Commission~~ no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the ~~Board of TrusteesHistorical Commission~~ shall be appointed. The appointment shall be by the County Commissioner whose member position on the ~~Board of TrusteesHistorical Commission~~ is vacant, unless otherwise provided in this Ordinance. The County Commissioner shall have thirty (30) days to fill the vacancy in accordance with the regulations of Section IIID above, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the ~~Board of TrusteesHistorical Commission~~ has previously been appointed from that County Commissioner District. The newly appointed member of the ~~Board of TrusteesHistorical Commission~~ shall then fill out the remainder of the term for the vacancy that was created.

III-~~H~~. PAST CHAIRPERSON ~~COMMISSIONER—TRUSTEE~~ AND ~~COMMISSIONER-TRUSTEE~~ EMERITUS. A Chairperson of the ~~Board of TrusteesHistorical Commission~~ not being reappointed by a County Commissioner, if any, shall automatically be a voting member of the ~~Historical CommissionBoard of Trustees~~ for the next two (2) year term, and may, but is not required to be reappointed thereafter, but only if there is no subsequent Chairperson not being reappointed by a County Commissioner, who would automatically fill the position of Past Chairperson ~~CommissionerTrustee~~. The ~~Board of TrusteesHistorical Commission~~ may appoint up one (1) ~~Commissioner-Trustee~~ Emeritus as a voting member for a two (2) year term, and that appointment can be, but is not required to be extended by reappointment for a future two (2) year term. To qualify for appointment as a ~~Commissioner-Trustee~~ Emeritus, the person must be an outgoing member of the ~~Board of TrusteesHistorical Commission~~ not being reappointed, who has served for no less than twelve (12) continuous years immediately previous to the end of the person's appointment. Appointment or reappointment of a ~~Commissioner-Trustee~~ Emeritus is never required, and the position may be left unfilled at any time. A Past Chairperson

~~Commissioner-Trustee~~ and a ~~Commissioner-Trustee~~ Emeritus may be removed for any reason at any time by a majority vote of the other members of the ~~Board of Trustees~~~~Historical Commission~~.

ARTICLE IV. **COMPENSATION**

IVA. The members of the ~~Board of Trustees~~~~Historical Commission~~ shall be compensated at such rate as the County Board in its discretion may determine, but such members shall not be paid for meetings in excess of twelve (12) meetings per year.

ARTICLE V. **ORGANIZATION**

VA. The ~~Board of Trustees~~~~Historical Commission~~ shall organize annually after the beginning of each year by electing a Chairperson, a Vice Chairperson, and a Secretary, from its nine (9) member membership, and shall adopt its own rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry on its work.

ARTICLE VI. **DUTIES AND POWERS**

VIA. The ~~Board of Trustees~~~~Historical Commission~~ shall have charge of the administration of the ~~Monroe County~~ Museum ~~System~~, ~~other County museums~~, and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the ~~Historical Commission and/or Monroe County~~ Museum ~~System~~, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the ~~Historical Commission~~ ~~Monroe County Museum System~~ worthy to exhibit, and to educate and make grants for historical purposes. The ~~Historical Commission~~ ~~Monroe County Museum System~~ shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the ~~Monroe County~~ Museum, ~~and other County museums~~, ~~System~~ and to further the purpose of advancing the historical interests of the County of Monroe. The ~~Historical Commission~~ ~~Monroe County Museum System~~ ~~Board of Trustees~~ may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the ~~Historical Commission~~ ~~Monroe County Museum System~~ was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the ~~Historical Commission~~ ~~Monroe County Museum System~~ for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The ~~Historical Commission~~ ~~Monroe County Musuem System~~ ~~Board of Trustees~~ shall be in charge of the ~~Monroe County~~ Museum ~~System~~, ~~and any other County museums~~, and

historical artifacts or displays owned by the County of Monroe.

VIB. The ~~Historical Commission~~Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The ~~Historical Commission~~Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE VII. MUSEUM SYSTEM FUNDS

VIIA. GENERAL FUNDING. All monies collected or received by the ~~Historical Commission~~Monroe County Museum System for Monroe County historical purposes, from any source whatsoever, shall belong to the County of Monroe and shall be held by the Monroe County Treasurer, and such monies shall be used to offset and defray the expenses of, and to promote the purposes of the ~~Monroe County Museum System and any other County museums,~~ and for other historical purposes as allowed in this Ordinance, as provided and permitted by the ~~Historical Commission's~~Monroe County Museum System's annual budget. The ~~Historical Commission~~Monroe County Museum System Board of Trustees shall assist with establishing an annual budget for the ~~Historical Commission~~Monroe County Museum System, and the ~~Monroe County Museum and other County museums,~~ and for other historical purposes as allowed in this Ordinance, and shall submit tentative budgets or requests for funding as requested by the Monroe County Administrator and/or the Monroe County Finance Department.

VII B. MILLAGE. Previous to the time of this Ordinance as was in effect in 2015, the County Board had proposed a millage for historical purposes to the electors of the County of Monroe, and the electors had voted in favor of the millage that was to support the Monroe County Museum and the preservation and display of the County's historical artifacts. There may be similar renewals or new millages voted into effect in the future. The current, and any future historical millage monies shall be utilized to offset and defray the expenses of, and to promote the purposes of the ~~Historical Commission~~Monroe County Museum System, and the ~~Monroe County Museum and other County museums,~~ and for other historical purposes as allowed in this Ordinance, and as allowed by the terms of the approved millage.

ARTICLE VIII. FUNCTIONS

VIIIA. The functions of the ~~Historical Commission~~Monroe County Museum System Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to manage the ~~Monroe County Museum System and other County museums,~~ and to sponsor educational opportunities of

an historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The ~~Historical Commission~~Monroe County Museum System may acquire and maintain appropriate exhibits and displays of an historical nature, cooperate and assist in educational and research programs of an historical nature, and issue historical bulletins and other publications.

ARTICLE IX. HEADQUARTERS OF THE MONROE COUNTY ~~HISTORICAL COMMISSION~~MUSEUM SYSTEM

IXA. The County Board shall provide for such quarters, equipment, and personnel as it deems necessary for the proper management and operation of the ~~Historical Commission and the Monroe County Museum and other County museums~~Monroe County Museum System. As of the adoption of this Ordinance in 2015~~21~~, those quarters, equipment, and personnel are located at the Monroe County Museum, at 126 South Monroe Street in the City of Monroe, Michigan.

ARTICLE X. ANNUAL REPORT

XA. The ~~Historical Commission~~Board of Trustees shall, near the end of each calendar year, or as soon as is reasonably convenient thereafter, submit a written report to the County Board of the status and work of the ~~Historical Commission~~Monroe County Museum System during the preceding year, and the condition of the real property and personal property under the control of the ~~Historical Commission~~Monroe County Museum System, and the plans for any future proposed activities for the next calendar year. The ~~Historical Commission~~Board of Trustees shall also make such other reports as the County Board may, from time to time, require. All reports shall be made available to the public once presented to the County Board.

ARTICLE XI. SEVERABILITY

XIA. Should any section or provision of this Ordinance be declared by a court to be unconstitutional or invalid, such declarations shall not affect the validity of the Ordinance as a whole, or any part thereof other than the section or provision so declared to be unconstitutional or invalid.

ARTICLE XII. EFFECTIVE DATE

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XIIA. This Ordinance shall be in full force and effect upon adoption by the County Board and publication in a newspaper of general circulation in the County of Monroe, or as otherwise provided by law.

This Ordinance was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, ~~2017~~2021, with the vote being as follows:

Voting in Favor: _____

Voting Against: _____

Abstained: _____

Absent: _____

MONROE COUNTY BOARD
OF COMMISSIONERS

By: J. Henry Lievens Mark R. Brant,

Chairman

ATTEST:

Sharon Lemasters Annamarie Osment,
Monroe County Clerk

CERTIFICATE OF COUNTY CLERK

I, Sharon Lemasters Annamarie Osment, certify that I am the duly elected and acting Clerk of the County of Monroe, Michigan, and I do hereby certify that the attached Monroe County ~~Historical Commission~~ Museum System Ordinance is a true and complete copy of said Ordinance, duly adopted by a vote of a majority of all the members of the Monroe County Board of Commissioners of the County of Monroe at a regular meeting thereof held in the Chambers of the Board of Commissioners, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, 201720201, at which meeting a quorum was continually present and acting, and that said Ordinance became effective upon publication of the Ordinance or a Notice of the Adoption of the Ordinance on the _____ day of _____, 201720201, in the Monroe ~~Evening~~ News, Monroe County, Michigan, a newspaper of general circulation in the County of Monroe.

WITNESS my official signature and the official seal of the County of Monroe, Michigan, this _____ day of _____, 201720201.

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
~~Sharon Lemasters~~ [Annamarie Osment](#),
Monroe County Clerk

WTG/blc
COUNTY\historicalcommission.ordinance202#1.changes

MONROE COUNTY MUSEUM SYSTEM ORDINANCE

**REPEAL AND REPLACEMENT OF PREVIOUS MONROE COUNTY HISTORICAL
COMMISSION ORDINANCE ADOPTED IN 1966 AND
REPEALED BY ORDINANCE ADOPTED IN 2005
AND REPEALED BY ORDINANCE ADOPTED IN 2015
AND REPEALED BY ORDINANCE ADOPTED IN 2017**

**ADOPTED BY THE BOARD OF COMMISSIONERS – _____,
2021**

**ARTICLE I. REPEAL AND REPLACEMENT OF PRIOR ORDINANCE AND
CONTINUATION OF THE MONROE COUNTY HISTORICAL
COMMISSION TO BE KNOWN HEREAFTER AS THE MONROE
COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES**

***IA.* REPEAL AND REPLACEMENT.** The Monroe County Historical Commission Ordinance, first adopted on October 17, 1966, and which was replaced by an amending Ordinance on February 8, 2005, and replaced again by an amending Ordinance on July 21, 2015, and replaced again by an amending Ordinance on March 21, 2017, is hereby repealed and replaced by this new amending Ordinance adopted in 2021, as of the effective date of this amending Ordinance. The Ordinance will hereafter be known as the “Monroe County Museum System Ordinance”.

***IB.* CONTINUED EFFECT.** The Monroe County Historical Commission (hereafter, the “Historical Commission”), was first established in 1966, and has continued in effect up to the time of this amending Ordinance, adopted in 2021. Hereafter, the Monroe County Historical Commission shall be known as the Monroe County Museum System Board of Trustees.

ARTICLE II. TITLE, PURPOSE, AUTHORITY, AND JURISDICTION

***IIA.* TITLE.** This Ordinance shall be known and may be cited as the Monroe County Museum System Ordinance.

***IIB.* PURPOSE.** The Monroe County Board of Commissioners (hereafter, the “County Board”) has determined that it is in the best interests of the County of Monroe and its citizens to promote and advance the many historical interests involving the County of Monroe, including but not necessarily limited to the Monroe County Museum, other County museums, and other historical programs and services, (hereafter, the “Museum System”). The County Board has further determined that it wishes to replace the Historical Commission with the Museum System Board of Trustees (hereafter, the “Board of Trustees”), and to adjust certain other language.

***IIC.* AUTHORITY.** This Ordinance is adopted under authority of Michigan Public Act 156 of the Public Acts of 1851, as amended, (specifically MCL 46.11), and Michigan Public Act 213 of the Public Acts of 1957, as amended (MCL 399.171-399.172), and not Act 169 of the Public Acts of 1970 for the reason that the Monroe County Historical Commission was established by

Ordinance before August 3, 1970.

IID. JURISDICTION. This Ordinance, and the regulations and procedures contained herein shall apply to and govern the Monroe County Museum System Board of Trustees, as originally established as the Monroe County Historical Commission in 1966, but renamed in 2020 to be the Monroe County Museum System Board of Trustees.

ARTICLE III. MONROE COUNTY MUSEUM SYSTEM AND MEMBERSHIP

IIIA. MUSEUM SYSTEM BOARD OF TRUSTEES ESTABLISHED. The Historical Commission was established by the original Monroe County Historical Commission Ordinance adopted by the County Board, or its predecessor, on October 17, 1966, and then was continued by a Monroe County Historical Commission Ordinance adopted by the County Board on February 8, 2005, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on July 21, 2015, and then was continued again by a Monroe County Historical Commission Ordinance adopted by the County Board on March 21, 2017. This Ordinance shall continue the Historical Commission, but rename it to be the Museum System Board of Trustees.

IIIB. MEMBERS OF MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES. There shall be nine (9) mandatory members of the Board of Trustees to be appointed and serve in accordance with the provisions of this Ordinance. There may also be one Past Chairman Trustee and/or one (1) Trustee Emeritus appointed by the Board of Trustees from time to time. All members shall include only residents of the County of Monroe, and shall not include any person who has been convicted of a felony or violation of Section 12a(1) of Michigan Public Act 370 of the Public Acts of 1941, (MCL 38.412a), or who is ineligible for appointment pursuant to Article XI, Section 8, Constitution of the State of Michigan of 1963.

IIIC. TERM OF OFFICE. The term of office of the members of the Board of Trustees shall be two (2) years to match the terms of the Monroe County Commissioners of the County Board, (hereafter, the “County Commissioners” or “County Commissioner” for one), and shall begin on January 1 of every odd numbered year, or as soon thereafter as the appointment can be made, and shall end on December 31 of the next even numbered year, but shall temporarily extend past the two year term until a reappointment or new appointment of the position is made the next odd numbered year. A mandatory Board of Trustees’s term shall terminate sooner than the two year term if the appointing County Commissioner leaves office early for any reason, such as for death, resignation, or removal. Upon the effective date of the appointing County Commissioner leaving office early, the appointment made by the County Commissioner of the member of the

Board of Trustees shall then terminate early to coincide with the early termination of the County Commissioner's term. A vacancy would be created which would be filled by the replacement County Commissioner, but if that replacement does not take office for more than twenty (20) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, or if the replacement County Commissioner does not fill the vacancy on the Board of Trustees within thirty (30) days after the effective date of the vacancy created by the appointing County Commissioner leaving office, then the County Board acting collectively shall fill the vacancy, and the County Board shall be free to appoint any otherwise qualified member from any County Commissioner District, even if there is already a member from that County Commissioner District.

IIID. APPOINTMENT OF MONROE COUNTY MUSEUM SYSTEM BOARD OF TRUSTEES. Except as otherwise provided in this Ordinance, each of the nine (9) mandatory members of the Board of Trustees shall be appointed by an individual County Commissioner, one (1) County Commissioner making one (1) Board of Trustees member appointment. Also except as otherwise provided in this Ordinance, the appointment by a County Commissioner of a mandatory Board of Trustees member shall be a resident of the County Commissioner District of the County Commissioner making the appointment. The appointment of the nine (9) mandatory Board of Trustees members by the nine (9) County Commissioners shall be made at the beginning of each odd numbered year after the even numbered year in which the County Commissioners were elected or reelected, as soon after January 1 of the odd numbered year after the even numbered election year, as is reasonably possible. Until the appointment is made by a County Commissioner for the member of the Board of Trustees, the previous member of the Board of Trustees shall continue to be a member until replaced by the new appointment.

IIIE. ALTERNATIVE APPOINTMENT PROCESS. Every County Commissioner shall have the right, notwithstanding the previously stated appointment process of one (1) mandatory Board of Trustees member appointed by one (1) County Commissioner from that County Commissioner's County Commissioner District, whereby the County Commissioner could choose an alternate appointment as provided in this Section IIIE. If the County Commissioner so determines to choose by an alternate appointment process, the County Commissioner could choose to appoint a mandatory Board of Trustees member who was not a resident of the County Commissioner's County Commissioner District. The appointee, if appointed by the County Commissioner under the alternate appointment process, could come from any County Commissioner District, even if another member of the Board of Trustees was already appointed from that County Commissioner District. Any such alternative appointment made by the County Commissioner shall be for the same term of two (2) years.

IIIF. REMOVAL OF MEMBERS FOR UNEXCUSED ABSENCES. After three (3)

unexcused absences from a regular meeting of the Board of Trustees a mandatory member of the Board of Trustees may be removed. The process for removal is that the County Commissioner making the appointment, once notified of the three (3) unexcused absences, will be given the opportunity to remove the Board of Trustees member and replace that Board of Trustees member position with a new Board of Trustees member. Once notified of the three unexcused absences, the County Commissioner making the initial appointment shall have twenty (20) days to remove the member of the Board of Trustees for the three unexcused absences. If the appointing County Commissioner does not remove the member of the Board of Trustees, the County Board acting collectively may take action to remove the member of the Board of Trustees after three (3) unexcused absences. After any removal of a member of the Board of Trustees, a vacancy shall be created which will be filled in accordance with Section III G below.

III G. VACANCIES. If there ever is a vacancy created by a mandatory member of the Board of Trustees no longer being a member for any reason during a term, there shall be a vacancy created. Whenever there is a vacancy created, a replacement member of the Board of Trustees shall be appointed. The appointment shall be by the County Commissioner whose member position on the Board of Trustees is vacant, unless otherwise provided in this Ordinance. The County Commissioner shall have thirty (30) days to fill the vacancy in accordance with the regulations of Section III D above, and if the County Commissioner fails to fill the vacancy, the County Board may collectively fill the vacancy, and in the event of the County Board filling the vacancy the appointee may come from any County Commissioner District, even if another member of the Board of Trustees has previously been appointed from that County Commissioner District. The newly appointed member of the Board of Trustees shall then fill out the remainder of the term for the vacancy that was created.

III H. PAST CHAIRPERSON TRUSTEE AND TRUSTEE EMERITUS. A Chairperson of the Board of Trustees not being reappointed by a County Commissioner, if any, shall automatically be a voting member of the Board of Trustees for the next two (2) year term, and may, but is not required to be reappointed thereafter, but only if there is no subsequent Chairperson not being reappointed by a County Commissioner, who would automatically fill the position of Past Chairperson Trustee. The Board of Trustees may appoint up one (1) Trustee Emeritus as a voting member for a two (2) year term, and that appointment can be, but is not required to be extended by reappointment for a future two (2) year term. To qualify for appointment as a Trustee Emeritus, the person must be an outgoing member of the Board of Trustees not being reappointed, who has served for no less than twelve (12) continuous years immediately previous to the end of the person's appointment. Appointment or reappointment of a Trustee Emeritus is never required, and the position may be left unfilled at any time. A Past Chairperson Trustee and a Trustee Emeritus may be removed for any reason at any time by a majority vote of the other members of the Board of Trustees.

ARTICLE IV.

COMPENSATION

IVA. The members of the Board of Trustees shall be compensated at such rate as the County Board in its discretion may determine, but such members shall not be paid for meetings in excess of twelve (12) meetings per year.

ARTICLE V.

ORGANIZATION

VIA. The Board of Trustees shall organize annually after the beginning of each year by electing a Chairperson, a Vice Chairperson, and a Secretary, from its nine (9) member membership, and shall adopt its own rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry on its work.

ARTICLE VI.

DUTIES AND POWERS

VIA. The Board of Trustees shall have charge of the administration of the Museum System, and their contents, and, within the provisions provided therefore in the County Board's budget for each fiscal year for the Museum System, shall acquire, collect, own, and exhibit in the name of the County of Monroe and for and on behalf of the County Board, those items of the County's historical material and items determined by the Museum System worthy to exhibit, and to educate and make grants for historical purposes. The Museum System shall acquire, collect, and own, in addition to historical material and items, any such other items, such as equipment, supplies, and similar items, necessary for the effective operation of the Museum System and to further the purpose of advancing the historical interests of the County of Monroe. The Board of Trustees may, in the name of the County of Monroe, acquire, take and hold by purchase, gift, devise, bequest, lease, or otherwise, such real and personal property as may be proper for carrying out the objects and functions for which the Museum System was established. Acceptance, acquisition, disposal, or lease of real estate and/or buildings shall be subject to the approval of the County Board. Any property, real or personal, received in trust and accepted by the Museum System for the County of Monroe or by the County Board for historical purposes, shall be held in conformity with the terms of the trust. The Board of Trustees shall be in charge of the Museum System and historical artifacts or displays owned by the County of Monroe.

VIB. The Board of Trustees may also approve grants, if it determines them worthwhile from a historical perspective, and if funding is sufficient and available, for historically relevant purposes in various geographical areas of the County of Monroe or for specific events or purposes of a historical nature. The Board of Trustees may provide grant request forms and procedures for said grants.

ARTICLE VII. MUSEUM SYSTEM FUNDS

VIIA. GENERAL FUNDING. All monies collected or received by the Museum System for Monroe County historical purposes, from any source whatsoever, shall belong to the County of Monroe and shall be held by the Monroe County Treasurer, and such monies shall be used to offset and defray the expenses of, and to promote the purposes of the Museum System and for other historical purposes as allowed in this Ordinance, as provided and permitted by the Museum System's annual budget. The Board of Trustees shall assist with establishing an annual budget for the Museum System and for other historical purposes as allowed in this Ordinance, and shall submit tentative budgets or requests for funding as requested by the Monroe County Administrator and/or the Monroe County Finance Department.

VIIIB. MILLAGE. Previous to the time of this Ordinance as was in effect in 2015, the County Board had proposed a millage for historical purposes to the electors of the County of Monroe, and the electors had voted in favor of the millage that was to support the Monroe County Museum and the preservation and display of the County's historical artifacts. There may be similar renewals or new millages voted into effect in the future. The current, and any future historical millage monies shall be utilized to offset and defray the expenses of, and to promote the purposes of the Museum System and for other historical purposes as allowed in this Ordinance, and as allowed by the terms of the approved millage.

ARTICLE VIII. FUNCTIONS

VIIIA. The functions of the Board of Trustees shall be to further the interests of the County of Monroe and its citizens in all matters relating to the history of the County of Monroe and its environs, and to manage the Museum System, and to sponsor educational opportunities of an historical nature, and to accept, and approve or disapprove of making grants for the use of funded monies for said grants for historical purposes, specifically to various geographical areas of the County of Monroe. The Museum System may acquire and maintain appropriate exhibits and displays of an historical nature, cooperate and assist in educational and research programs of an historical nature, and issue historical bulletins and other publications.

ARTICLE IX. HEADQUARTERS OF THE MONROE COUNTY MUSEUM SYSTEM

IXA. The County Board shall provide for such quarters, equipment, and personnel as it deems necessary for the proper management and operation of the Museum System. As of the adoption of this Ordinance in 2021, those quarters, equipment, and personnel are located at the

Voting Against: _____

Abstained: _____

Absent: _____

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
Mark R. Brant, Chairman

ATTEST:

Annamarie Osment,
Monroe County Clerk

CERTIFICATE OF COUNTY CLERK

I, Annamarie Osment, certify that I am the duly elected and acting Clerk of the County of Monroe, Michigan, and I do hereby certify that the attached Monroe County Museum System Ordinance is a true and complete copy of said Ordinance, duly adopted by a vote of a majority of all the members of the Monroe County Board of Commissioners of the County of Monroe at a regular meeting thereof held in the Chambers of the Board of Commissioners, Monroe County Courthouse, Monroe, Michigan, on the _____ day of _____, 2021, at which meeting a quorum was continually present and acting, and that said Ordinance became

effective upon publication of the Ordinance or a Notice of the Adoption of the Ordinance on the _____ day of _____, 2021, in the Monroe News, Monroe County, Michigan, a newspaper of general circulation in the County of Monroe.

WITNESS my official signature and the official seal of the County of Monroe, Michigan, this _____ day of _____, 2021.

MONROE COUNTY BOARD
OF COMMISSIONERS

By: _____
Annamarie Osment,
Monroe County Clerk

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MONROE COUNTY MUSEUM SYSTEM
Deputy Director's Report for February 2021
Submitted by Jeffrey J. (JJ) Przewozniak
Friday, March 19, 2021

R RTP: The loud crack of muskets and the warmth of the cooking-fire have returned to Territorial Park. This month, work was performed to ready the site for a day of filming on February 13, which resulted in the successful production of a short scene to be released on a date TBD. Much work was undertaken, including acquisition of select period clothing and historic reproductions, and also assembling an impressive group of staff and volunteers! The group included several trusted reenactors, as well as some staff who donned period attire to make the War of 1812 come to life! Many thanks to Robert and Gerry, as well as Heather, Robin, Ann, Emily, and all staff who helped make the event a success.

Preparation was done for a revitalized maple sugaring program. This involved more site work, including splitting a cord of firewood, general cleaning, assembling all necessary props and equipment, and acquiring some new things. We have stepped into the modern age with the acquisition of a 100-gallon stainless steel sap tank for proper storage of sap in the barn modern room. We also secured a quantity of steel sap buckets, which are no longer being made. About 27 trees were tapped early in the month, and time will tell what our total haul will be for the season. Maple sugaring programs are currently scheduled for Saturdays in March.

Gearing up: The MCMS Resource Library is undergoing cataloging! To date, 383 books have been assigned call numbers and entered into our online library, *Libib*. Tedious work continues, as obscure volumes are properly identified and recorded, and all materials are reviewed and sorted.

Fall/Winter Speaker Series: The Speaker Series continued without a hitch in February. James Carl Nelson spoke on his 2019 work, *The Polar Bear Expedition: The Heroes of America's Forgotten Invasion of Russia, 1918-1919*, and James Mueller spoke on his 2020 work, *Ambitious Honor: George Armstrong Custer's Life of Service and Lust for Fame*. We specifically ordered the bitter cold weather for the Polar Bear talk, which arrived right on time.

Miscellany:

- We're proud to announce that the *Grapevine*, the MCMS monthly newsletter, has returned from hibernation! Subscribe today to receive monthly MCMS updates and fun content.
- Ongoing work continues on a variety of research projects, including Post Office building history, and aspects of material culture of the River Raisin Settlement.
- We will participate in the Lake Erie Water Festival! This year, a filmed presentation is required, so, planning is underway to submit an excellent video later in March. Thanks to Gerry Wykes for his guidance and expertise as we highlight the aquatic mammals of the fur trade!
- Development continues on Stqry (OnCell). This month, work was conducted on a Civil War themed virtual tour, and continued to refine/tweak elements Thanks to Lynn Reaume for all of her guidance and expertise!

LOCAL HISTORY DIVISION Report
For February, 2021

The research room was not open to the public in February.

Rachel processed obituary requests for 7 individuals, with 54 obits. She handled 3 phone calls and 17 emails. She has been doing research requests concerning Dundee, Milan and the Macon Reserve.

Robert handled 11 outside calls and 51 emails. He continues to add location information for storage items in Past Perfect. He is currently renewing the Monroe Clubs Finding Aid, handling donations and Found in Collections (FIC) items.

February Accessions:

- 2021.8 Beverly Reifert: Christmas postcard
- 2021.9 Jackie Steinman: Box of over 200 greeting postcards from the Steinman family
- 2021.10 Rebecca C. McClear: St. Mary Academy related memorabilia of Mae Rayfuse
- 2021.11 G.S.M.C. 3 ring binders of cemetery work of Mark Treadway
- 2021.12 Anonymous: Photograph album of Gustave Beck (some identified)
- 2021.13 Lucas County Library: 1920 edition of Dundee High School yearbook
- 2021.14 Todd Rinness: misc. plat maps of small areas of Monroe
- 2021.15 Anonymous (probably Everette Payette) booklet of Oswald Gaynier and his brother James R. Gaynier
- 2021.16 Lucas County Sheriff Dept: extra copies of missing person fliers for Chelsea Bruck
- 2021.17 Michael Eliasohn: 17 slides of the 1976 Bicentennial Wagon Train as it passed through Monroe
- 2021.18 Dean Bazick: antique brush and comb set; antique collar and cuff box of Mrs. Emma Dick of Ida

Some processed Found in Collection items include: 2021.0.27 Michigan State flag from Michigan Week; 0.28 Olde Frenchtown Days banner; 0.29 Michigan Sesquicentennial flag; 0.30 Museum Diamond Jubilee greeting cards with pen; Ken Hoyt aviation related images; business cards for Pine Grove Auditorium; 0.39 Sports images by Everette Payette and more.

My February projects: I continued processing files from photographer Everette Payette. Most had no accession numbers and it was impossible to tell when they came in to the museum since he had multiple donations at different times. Topics included more aviation, Dairies, Erie, Toledo Beach, Sisters Island, Monroe County Photographers, the Gaynier brothers and Custer.

I have started to scan the old Photo Albums into Past Perfect, starting with the Rushlow album of the Boyd family and house. I updated the following Finding Guides on the Consolidated Paper Company, Council for Defense, Deeds, Mortgages, Radio Collection, Monroe County Schools, and Small Collections.

To find a map Dennis Au requested (last seen by him in 1975) I had to go through the map drawer which I organized. It was the very last map I looked at (of course) but at least one drawer is done.

I've also had more phone calls of people with 'Custer chairs'!

One fun thing involved a family member who contacted me about the Nick Castel grocery store where her father had worked as a boy. Though we had no image, I could give her some information and she used it to print up a t-shirt for her dad's birthday and she sent me the photo!

Update: deaccessioned, obsolete D.A.R. magazines (74.6.12.1 and 76.9.3.1) were transferred to the local D.A.R. chapter via Regent Barbara Roe on Feb. 11, 2021.

County Google Stats: the Obituary search was #3 (after COVID and health) with 11,998 page views; the Museum was #33 with 691 page views.

Facebook postings: I posted some neat winter images from the collection (5,456) and a tribute to deceased museum volunteer Laurel Heyman (1,260) who died in February. She was great!

One day this past month when I looked at the thermostat in the gallery it registered 84 degrees! We had been having a tough time in the Archives, but now for the last couple of weeks (after adjusting the radiator valve) we are a comfortable 70! We were becoming raisins.

Lynn W. Reaume, County Historian
1 March 2021

Monroe County Museum System Board of Trustees

February 2021 Museum Exhibits Report

It's nice to have a month where some long delayed planning projects can be given proper attention and February pretty much could be categorized as such. One of the long-term projects requiring attention was planning for the Territorial Park. Fresh after the renewed battle re-enactment over the surrounding picket fence, a reassessment of other period fencing needs was required and generated a new layout of fence construction based on historic references. This also included looking into a modern addition at the far eastern end complete with a period-looking façade.

The Post office exhibit was kick-started with access to a new batch of old photos and some answers to a few old questions. An especially interesting 1937 lobby shot shows a group of dignitaries, doing dignitary things like mailing fake mail, and showing the south wall over the staircase. Even though the Custer plaque is in place, the plaster bust is not and the fake mail is being inserted into the very same letter box slot that will be part of the new exhibit. No matter how hard we try, spring and summer will soon be upon us so we had to complete the design work on the new set of Spring/Summer Banners that will replace the winter versions on the Monroe Street side. This time we were able to include a wonderfully quirky image of a lotus collector wearing one of the large leaves on her head like a hat. This is an image sure to "Cultivate your Curiosity."

Finally, upon the 25th anniversary of Bronco McKart's 1996 World Championship victory a new exhibit was completed for the Sieb Gallery. A trophy belt, key to the city, custom made trunks, high-top shoes and gloves serve as artifacts to highlight the southpaw's long career in the ring. You could say this exhibit was intended to introduce the visitor, as quoted from one of the period news articles, to the fighter's "leather and lather" but that would be a very weird thing to say so we end this report with a TKO in the third paragraph.

Respectfully submitted,
Gerald P. Wykes
Exhibits Coordinator



March 1st, 2021

Monroe County Museum System Board of Trustees
Guest Services Division Report February 2021

After working through my end of the month reports for January and placing our monthly Staples order, February proceeded uneventfully on the financial front. Aside from another requisition placed for video equipment which will ideally be put to use in a multitude of future projects, nothing out of the norm occurred.

From a patron standpoint, our visitorship was down from last month, as well as from last February (we were visited by around 300 guests), but this is not a particularly unusual trend as the weather often inhibits traffic under "normal" circumstances during the midwinter. It is of note, however, that the state's overall COVID positivity rate has decreased by 3.9% consecutively for 5 weeks. This positive change has allowed for our Detroit region to be placed in Risk Level D, but Monroe remains at E with 9.8 daily cases. The MI Start Map built by the University of Michigan continues to be an invaluable resource and may be found at <https://www.mistartmap.info/>.

As I continue to refer to the above when viewing our monthly numbers, it has also led me to some interesting reading material on how the pandemic, even after it is officially extinguished, will have influenced our future habits and even building architecture- we are a direct example of this with our new front desk. Beyond even that, though, the article surmises that institutions will have to take an introspective look at the way we build experiences both literally and figuratively for the public moving forward, and how to retain our identities within the field while doing so. From the Smithsonian magazine, the link to *How Will Covid-19 Change the Way Museums Are Built?* is <https://www.smithsonianmag.com/travel/how-will-covid-19-change-way-future-museums-are-built-180975022/>

Submitted by Megan Mullins, Guest Services Coordinator

Looking forward, I continue to brainstorm/collaborate on plans for Christmas at the Museum 2021. Though it seems absurd given that it is March, we can only benefit from planning ahead. Despite optimistic projections that the 2021 season will be able to look more traditional, it is also important to entertain the notion of restrictions still being in place during that time.

Submitted by Megan Mullins, Guest Services Coordinator