

Friends of City Hall Regular Meeting 11/8/2012

A regular meeting of the Friends of City Hall was held on Thursday November 8, 2012 at the St. Mark's Activity Room, and was called to order at 7:03 pm by President Judy White.

Members were emailed a copy of the meeting agenda and our existing bylaws a week prior to the meeting.

Agenda: The meeting agenda was approved unanimously with the addition of item #7- Discussion of The Home Tour and item #8 – Setting a date for Heritage Day 2013.

Secretary's Report: Minutes for the October regular meeting were distributed for review and approved unanimously.

Tours Report: Discussion was had as to the recent Haunted Tours of City Hall hosted on October 27th and 28th. Thanks were given to the members who helped out at the event, especially "The Black Widow" "Winnie The Pooh", and "Captain America". Over 300 people participated in the tour. A total of \$412 in cash donations was raised from the event. We had \$300 in expenses to cover our share of 120 \$5 gift certificates to The Sweet Tooth that were handed out to all of the children in attendance. We are responsible for \$2.50 for each gift certificate. Children were well behaved and seemed to enjoy the event.

Insurance Coverage: Members in attendance continued the discussion of insurance coverage that originated at our October regular meeting. Ray Skotarczyk discussed insurance coverage for 300 Broadway from the City of Marine City. When the city's insurance provider was contacted by the city manager, it was found that Friends of City Hall would not be covered by the city's insurance provider during tours of the building, as previously thought, if our group was named in a law suit. This would leave us to defend ourselves in any legal matter resulting from our use of the building. Based on this information, it is thought that Friends of City Hall needs to acquire a general liability insurance policy to cover the group. Bids from insurance providers will be solicited. We do have existing coverage for members and officers, but no coverage for events that are not specifically listed in the policy. James gave us a summary of a proposal from our existing insurance provider for additional coverage for 2 events this year. The quote for the new annual policy is \$718 (prorated) for \$2,000,000 of aggregate coverage. Ray will have further discussions with the City Manager about what our options could be for City Commissioners to host the tours with our members assisting, and report back at our December regular meeting. Further research into other types of insurance policies and other insurance providers will be done.

Bylaws: Upon review of our bylaws, we had two outstanding items that need to be addressed. First, we currently do not have bylaws dictating the group's policies on approving activities / events, and expenditure of funds raised by the group. It was thought that, in order to look out for the preservation of the group and to protect the liability of the group, that we need to be more diligent in following our bylaws from here on out. We may need to refine and add to our bylaws now that we have had a year of experience with the group in action.

Second, per II-D of our Bylaws, one third of our board members were originally appointed to one year terms, one third were appointed to two year terms, and one third to three year terms. These specific terms were never assigned to specific board positions when our first board members were elected. Dave Simpson and Judy White submitted a proposed listing of board positions and expiration dates for each position to meet the term limits per section II-D of the bylaws. A motion to approve the proposed term expiration dates for each board position was passed unanimously. A second motion to reelect Denise Skotarczyk, Dave Simpson, and Kim Turner to their respective position ending September 2015 was unanimously approved.

Hiram Walker Tour: The group continued discussion originated at our October meeting of our trip with the Historic Society to the Hiram Walker Distillery in Windsor, ON. A signup sheet was circulated one final time. Drivers were chosen to plan for carpooling to and from the tour.

Home Tour: A discussion was had about participating in the annual Home Tour. Since it is likely that the already delayed restoration work will be in progress at the time of the event, and with our outstanding insurance discussion not resolved, it was thought that we should not be involved with the tour this year. A motion to not participate in the 2012 Home Tour was passed unanimously. We hope to be a part of the event again in 2013.

Heritage Day 2013: Discussion was had as to what date we would like to host Heritage Day 2013. Setting a date now allows us to secure the services of the Civil War reenactment group, and begin contacting other participants. September 21, 2013 was set as our first choice. Our second option is September 28, 2013. Becky Lepley will report back to us at our December meeting as to which date will be perused after speaking to the aforementioned groups.

The meeting was adjourned at 8:32 pm

Respectfully Submitted,
David L. Simpson, *Secretary*