

LONGWOOD MANOR HISTORICAL SOCIETY (LMHS) MEETING

June 28, 2022

PRESENT: Deb Mikulski, Dorothy Berman, Les Berman, John Leben, Jan Radigan

REPRESENTING CITY OF MACEDONIA: Mayor Nick Molnar, Jason Chadock, Sam Edgar

The June 28, 2022, meeting of the LMHS was called to order at 10:04 AM, by President, Deb Mikulski. The Pledge of Allegiance was recited.

President's report was given by Deb. LMHS is attempting a daytime meeting since most of the members are retired. She welcomed Mayor Nick Molar and Sam to today's meeting. The open house of 6/28 was canceled as no one was available to staff the Manor. Jason requested in the future that when we cancel an event to please notify him or Sam.

Restroom/Flat roof repairs were discussed. Estimates have been received by Barnes, M.R. Plank and Dun-Rite. Decision made to go with Dun-Rite. Deb will contact company. Jason reviewed process for city to pay. Jason will email information for LMHS to proof concerning awarding of the contract. He needs to verify that Dun-Rite is registered with the city. Proposals need to be submitted to John V. in finance. Dorothy requested to send thank-you to the other companies for submitting proposals.

Chamber of Commerce meeting on 6/9 was attended by Deb and Dorothy. Deb spoke about Longwood Manor. The guest speaker was David Allen. He is an author and creative marketing expert. He spoke about how to grow your business and is offering a free 30-minute ZOOM meeting to review your marketing presence. Deb and Dorothy will be participating in this in the future.

Vice-President Operations report was given by John. He reported he did some patching and caulking to decrease leaks. He plans to remove the door to the flat roof and replace it with paneling to increase access. He will then work on the door to see if he can repair it. The new refrigerator has been purchased and installed. Once Ian has completed the dining room ceiling then John will be evaluating the doors concerning replacing the thresholds. Deb will check with Ian as to when he will be completing project.

Minutes of the May 24, 2022, meeting were distributed. Motion made by Jan, seconded by John, and passed to accept.

Treasurer's report was given by Dorothy. Motion made by Jan, seconded by John, and passed to accept. Audit report is on hold currently as Joe (doing audit) is out of town. He has most of the information he needs except for this year's records, which were returned to Dorothy today. Balance 6/28/22 = \$2890.03

Barn report was given by Deb in absence of John C. He is working on building his committee and viewing other barns.

Parks and Recreation (P&R) report was given by Jason. Jason introduced Samantha (Sam) Edgar. She is the marketing and special events coordinator for the city. She is available to assist LMHS and will be taking a more active role with us to assist with marketing/advertising. The city has not needed to use the Manor for the summer recreation program. Mulch from the service department will not be available till around August. We can have mulch dumped when we will utilize it. Jason does not want to have mulch delivered and then it to sit. Some upcoming city events are: 8/11: Touch a Truck. Possibly a movie in the park in July. Deb asked about car show and there was no report. Person to contact did not respond. More events listed later in these minutes.

Mayor Molnar presented information. He stated that the new service department will not be built on Longwood grounds. The service center will be built on land by the current city hall. The P&R department will continue to utilize atleast one barn. He stated they will maintain the barns so they are safe for the city employees that are currently using

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them and not fall into disrepair. Nick reported that the quote to remove trees is about \$24,00.00. This has to be submitted to the finance committee and would be subcontracted out. The desk that was Mayor Long's has not been located and he is not sure what happened to it. Deb asked about Rotary assistance with Manor projects. Nick stated he would need to know exactly what would be needed and invited Deb to come to future Rotary meeting.

BUSINESS

ITEM	DISCUSSION	NEXT STEPS AND WHO
Increase of membership and more exposure on social media is needed.	Julie D'Alosio of Nordonia News is willing to present on this subject	Deb will contact Julie and obtain \$50.00 restaurant gift card.
LMHS carries a general liability insurance policy through Westfield Insurance.	General liability increased to 2 million per occurrence and 5 million aggregate per year	Bill of \$541.00 has been paid.
Website may need to be changed. We need to decide who is our target audience and use platform that is geared to them.	Facebook Live is utilized by 30-65 year-olds and that is our target audience. May need to change web site. WordPress may be good option.	Deb will continue to try and reach Phil. Sam can also assist with web site. Nick also has a person that might be able to assist.
Veteran cemetery marker on Col. Long's grave was noted as missing on Memorial Day.	Dorothy has contact Macedonia-Northfield cemetery (Dan-Operations) and marker has been placed	FYI
Missing Solder table information presented by Dorothy	Will have outside for band concert under tent and then move inside.	Jan, Deb and Dorothy will provide items. Meeting 7/18 at 10AM.
Dorothy stated it is recommended that non-profits have corporate sponsorship .	Woodcraft is possibly interested in partnering with us. In exchange would want to be included in advertising	Invite Jeff Campbell to come to July meeting to present and discuss.
Top tier for canopy not available as company is out of business	Motion by Dorothy, seconded by Les and passed to get new canopy.	Dorothy will order, cost of around \$60.00

MANOR REPAIRS

<ul style="list-style-type: none"> Dining room ceiling in progress Restroom roof still leaks Tuck point company contacted Heat needed in dining room Nest above front porch 	Will need painting when completed Dun-Rite to be awarded contract No bid received, 440-834-1110 Tabled until ceiling repairs completed Repairs have not been completed	Ian Mikulski working on ceiling Deb will notify Dun-Rite Dorothy to follow up with them FYI John will work on, maybe Rotary
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EVENTS

OPEN HOUSES 7/31, 1-3 PM Dorothy and Les cover 8/28 1-3 PM Who covering?	Manor furniture will remain in place. Cleaning needed prior	Continue to advertise. Dorothy to contact NEOIMC. Deb to check with Julie for Nordonia News.
6/10 and 6/11, Summerfest	LMHS decided not to participate	FYI
7/21 Band Concert. Hopeful attendance 75-100.	Mosquito Hunters to spray 7/19 or 7/20. VFW to present colors at 7:15 PM. Some advertising has gone out.	Jason to provide chairs, and request city cut grass beginning of week. Deb to contact Nordonia News.
812 and 8/13 - Rummage Sale	Meeting to discuss recommended, need workers, stuff, advertise	Meeting date possibly July 18 th . Will need advertising to start ASAP.
Flag Football starting 9/10	Popcorn cart to be used	More discussion needed
9/10: Daughters American Revolution presentation in Hudson	Proceeds from fall table runner raffle will be donated to LMHS	Deb and Dorothy will present

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9/17 Fall fest 4-9 PM	Will LMHS participate? Per Deb not successful for us in 2021	More discussion needed
10/15 Haunted Hallow	Pass out popcorn, decorate Manor	More discussion needed
December-Winterfest light show	Will LMHS participate? Decorate manor	More discussion needed

With no further business, meeting declared adjourned at 11:45 PM. Next meeting 7/26/22 at 10AM.

Dorothy Berman, Secretary

Approved 07/26/2022