

ALGONQIN HISTORIC COMMISSION
MINUTES OF REGULAR MEETING
JANUARY 8, 2014
7:00 P.M .

CALL TO ORDER – ESTABLISH QUORUM:

PRESENT: Chairman Jolitz. Members: Purn, Zange, Mudra, Koepfel, Thompson

APPROVE MINUTES OF REGULAR MEETING OF DECEMBER 11 AND WORKSHOP MINUTES OF DECEMBER 21, 2013

Moved by Member Purn to approve above Minutes. Motion seconded by Member Mudra

Voice Vote: All Ayes

AUDIENCE PARTICIPATION:

None

OLD BUSINESS:

A. Interview Project – Status Report:

The Committee is working on several candidates including Bill Ganek

B. Updating/Changing Accessioning Methods To A Computer Format:

The Commission's current method of accessioning acquisitions and donations of artifacts, photos, documents and other memorabilia is recorded by hand in a large book. This method is burdensome and affords no way of working with the information to search for items in the Commission's growing collection or determine where the item is located in our storage. Upon conducting an investigation of other historic groups in the area including the McHenry County Historic Society, Crystal Lake and other groups it was determined the most widely used and accepted current method is the use of a computer program designed for cataloging museum collections called "Post Perfect" software system.

Member Purn had a meeting with Kevin Crook, the technical adviser for the village to discuss the system requirements, including updating the Commission's laptop (not replacing it) and also getting internet connection availability to the HVH Building. The Crystal Lake Historical Society has offered to demonstrate how they use this software to manage their collection. A visit to their facility will be arranged for a Saturday in February if possible.

C. Budget For Next Fiscal Year

Members discussed needs for the next years budget. The Commission was in full agreement that they would like funds to cover the purchase of the "Post Perfect" software. This is the most important purchase to be included in the Budget proposal. Chairman Jolitz will draft a budget and forward to the village by the end of January.

APPROVE BILLS FOR PAYMENT:

None

1-8-14

NEW BUSINESS:

A. Purchasing Needs For Current Fiscal Year:

The Commission discussed needs for the remaining months of the current fiscal year. Members agreed that the most important current need is more file cabinet space. All current drawers are nearly full and files are becoming very tight to even remove and replace into the drawers. There are funds available remaining in our current budget that would cover the purchase of a couple of additional four drawer legal size file cabinets. We will take measurements in our office at a January workshop to see what space can be made available for additional file cabinets. Also discussed was the need to have an early McHenry County history book recently acquired rebound. The cover is being held together with masking tape and the pages are falling out. Members Purn and Nee will research for a bookbinding service for this purpose

CORRESPONDENCE, COMMENTS OR OTHER BUSINESS"

On January 30th at 7:00 p.m, the Algonquin area public library will sponsor and host a Presentation by the Historic Commission at the Main Library on Harnish Dr. , "A Tour of Algonquin's History Through Postcards." This will include dozens of vintage views of Algonquin street scenes, buildings, and river related images from the Commission's large collection of Vintage Algonquin postcards. This presentation will also include information on the history, development and use of postcards since their introduction in the 1890's.

Chairman Jolitz reported that he had a meeting on January 7th with Ben Mason and Katie Gock to discuss possible events the Commission might be thinking of undertaking in the future, either in conjunction with Harvest Day on October 11, 2014 or at some other time. The Commission will "brain storm" ideas further at a workshop to take under consideration and will report back to Ben Mason.

ADJOURNMENT:

Moved by Member Mudra to adjourn. Motion seconded by Member Nee

Voice Vote: All Ayes Meeting adjourned at 9:25 p.m.

 2-12-14

Secretary

Date Approved