

**Riverside Historical Commission**  
**September 20, 2021, 7:00 PM**  
Township Hall, 27 Riverside Road, Room 4

Agenda

**Call to Order**

**Roll Call**

Chairperson Richard Julian, Commissioners Constance Guardi, Diane Ceragioli, Gina Furey, James Petrzilka, Samantha Schroeder, Patrick Smith-Ray

**Approval of July 19, 2021 Minutes**

**Approval of Financial Report**

- Sherman fund update.

**Chairperson's Report**

- Museum traffic continues to increase. Continue to answer and log Voicemails and Emails. Record property transfers.
- The Village has installed the new computer for the Museum. The monitor was not replaced. I cleaned up the shortcut icons on the home page. Also, increase the font size.
- The new phone system has been installed. Directions for voice mail use are on the desk. Also, a list of Village extensions. To dial out, dial 9 and wait for a dial tone. You have to use the area code, even for 708 numbers.
- Commissioner training for "Open Meetings Act" and "Sexual Harassment" due by November 30.

**Approval of Accessions to the Museum**

- 1975 Bicentennial banner. Donor: Thomas Krankowski.

**Continuing Business**

- The disposition of the Bones excavated on Bloomingbank Road: Status report.
- Commission's Facebook Page: Activity report. Future postings ideas.
- Landmarking house at 214 Scottswood Road: Status report.
- Developing user guide for landmarking a structure. Status report.
- Past Perfect on-line: Discussion of how to proceed with giving on-line access of Museum items to the general public.
- West Well House project: Complete the storage project. Set up display cabinet. Clean up. Process accessions.

- Structure Files and Local History files digitizing project: Status report.
- Calendar 2022: Samantha's status report.
- Olmsted's 200<sup>th</sup> Birthday: Discussion of the Birthday party at the Rail Road Station. Events application, liquor license, banner, etc.
- Website: Status report.
- Library's microfilm files.

**Exhibits:** No changes this month.

**Public Comment:**

**New Business:**

**Adjournment**