

1. Old Business

- a. Poster discussion:
 - i. I asked Pam Tremble for feedback on moving up poster design time into 2023 budget. No response. However, I received an email from Sarah Moreau asking about poster information for the website, when the next poster comes out, and helping with design. I have not responded to Sarah.
 - ii. George has developed a workflow for the poster design process. Let's discuss.
 - iii. We need to scrape the content from the existing posters into Word documents (text) and HQ images. Also need to ensure sourcing is correct. Then pass to Pam Tremble and/or Sarah Moreau.
 - b. Budget – 2023 – We are encouraged to spend down the existing 2022-2023 budget as much as possible. See next page for links to some possible items.
 - i. Banners – Carol to reach out to Jon at Parks for old banner designs. If a new one is needed, what should it say? Pass to Pam Tremble for execution when we know. Also, a banner for the table front.
 - ii. History of the 1877 history book: Reprinted 300 copies in August, however a new design should be considered? Cost for August reprint \$249.30.
 - iii. Trifold brochure on OC Historical Commission – What we do, social media presence, etc. Anyone care to design the content for this? Pass to Pam Tremble for execution.
 - iv. Format and print the 1877 Everts Oakland County Map as an exhibit handout.
- Commissioners – your ideas?

Poster frames: Motion passed July 2023 to purchase 8 additional frames. Go or no go?

Table for exhibit – white plastic folding table, 6' length. Maybe two of these?

<https://www.amazon.com/Byliable-Folding-Portable-Plastic-Utility/dp/B0989DJNDD>

Chairs for exhibit

<https://www.amazon.com/FOXCAMP-Lightweight-Portable-Ultralight-Concerts/dp/B0BVBZ29J5/>

Or –

<https://www.amazon.com/MOUNTAIN-SUMMIT-GEAR-Anytime-Outdoors/dp/B0BNNZ1SQG/>

Or –

<https://www.amazon.com/Folding-Portable-Foldable-Collapsible-Lightweight/dp/B0BRCL9RN6/>

Canopy or tent for exhibit

<https://www.amazon.com/CROWN-SHADES-Patented-Outdoor-Portable/dp/B0BQY4N3MY/>

(Carol) High quality print of OC Cemetery map

Carol) Additional poster frames

Carol) Software for website management?

Carol) Name badges

Carol) Purchase a scanner or scanners – flatbed, page or book – for loaning to historical societies:

Epson Perfection V600 flatbed scanner, 8.5" x 11", can do transparency:

<https://www.amazon.com/Epson-Perfection-Negative-Document-Scanner/dp/B002OEBMRU>
\$420.00

Page scanner: Ricoh ScanSnap iX1600 <https://www.amazon.com/Fujitsu-ScanSnap-Versatile-Enabled-Document/dp/B08PH5Q51P>

Book scanner: <https://www.amazon.com/CZUR-Professional-Document-Auto-Flatten-Languages/dp/B0BM92YPHW?th=1>

Carol) Flash drives for file sharing: <https://www.customusb.com/flash-drives/koval-xl/?page=2>

Customized 8 GB drive, white with OCHC logo printed on one side. Qty (10) \$112.30, Qty (50) \$401.50.