



Port Huron Township Heritage Museum
(Malane Schoolhouse)

3800 Lapeer Rd, Port Huron, MI 48060
Museum Volunteer Meeting Minutes
June 17, 2026 6:30 pm

ROUTINE BUSINESS:

Call to Order: The meeting was called to order at 6:30 p.m. by Chairperson Kimberley Radatz.

Roll Call: Volunteers Clifford Ellis, Dawn Fulk, Carol Miller, Kimberley Radatz and Terry Weir.

Absent: Volunteers Nathan Logan, Cheryl McOuat, Mary Powell and Clifford (Jim) Radatz.

Special Guest: None

APPROVAL OF AGENDA: Motion by Carol Miller, supported by Dawn Fulk to approve the agenda as presented. Vote: All in favor Result: Motion Carried

APPROVAL OF MINUTES:

March 18, 2026 Regular Meeting

April 15, 2026 Regular Meeting

May 15, 2026 Special Meeting

May 20, 2026 Regular Meeting

June 2, 2026 Special Meeting

Motion by Clifford Ellis supported by Terry Weir to table the approval of the above meeting minutes until the July meeting pending final review. Vote: All in favor Result: Motion Carried.

PUBLIC COMMENTS: None.

UNFINISHED BUSINESS:

A. Pavilion Update.

Dawn Fulk reported that the Township Board approved proceeding with construction of the pavilion. Construction is expected to begin after the contractor completes its current project.

B. June 13, 2026 Open House.

The Open House was well attended and received positive feedback. Discussion was held regarding the 2027 Open House, including the possibility of volunteers wearing brightly colored shirts for easier identification rather than lanyards. Additional planning was discussed to enhance the 2027 Open House. Kimberley Radatz to contact Township Supervisor Robert Lewandowski inquiring if the Open House should be a different date than that of the annual fishing clinic.

C. October 9th and October 16th Events.

Carol reported that she has met with the Michigamme Elementary fifth-grade teachers and principal regarding the planned Kids of Michigamme Day at the Museum and also updated regarding the Senior Social Day events. The school representatives expressed enthusiasm for participation. Carol will present the program to the Port Huron Area School District Board at their upcoming meeting. Event times will need to be finalized soon to secure trolley reservations and submit the required deposit. Kimberley will see what volunteers can do which days and times and will let Carol know for finalization.

D. Floor Runners.

Discussion was held regarding renting or purchasing floor runners. It was agreed we would research rental costs for winter months.

E. Ramp Repairs.

Repairs were made to the ramp. Jim painted the museum's ramp prior to the Open House. Members expressed appreciation for the completed work.

F. Organizational Structure

An update was provided regarding the group's organizational structure, quorum requirements, and reporting process any volunteer group will be notified of any changes.

It was noted that the organizational structure and Ethics Agreement should align to ensure compliance with proper meeting procedures and reporting requirements.

G. Mission Statement.

Discussion was postponed until the July meeting. Once finalized, the Mission Statement will be posted to the Township Museum webpage in accordance with grant requirements.

H. Caboose Interior Lighting.

Discussion was held regarding the installation of two wireless lights inside the caboose. Additional lighting was identified as a safety enhancement during shorter daylight periods. All present agreed and suitable lights will be looked for and brought back to the group at a future meeting.

I. Museum Thank You Cards.

Consensus was reached to utilize the museum drawings currently displayed on letterhead as the design basis for future thank-you cards.

J. Museum Operations.

Volunteer schedule for 2026 operational hours (operational schedule requires completion).

- First Sunday of each month: 1:00 p.m. – 5:00 p.m.
- Third Wednesday of each month: 5:30 p.m. – 7:30 p.m.
- Available by appointment through the Township Office
- Volunteer meetings are held on the third Wednesday of each month at 6:30 p.m.

Attendance trends and community interest during regular operating hours and special events will continue to be monitored to see if these hours should be altered for the year 2027.

K. Bicentennial Celebration (200th Anniversary).

Discussion continued regarding plans for the Township's Bicentennial Celebration in 2027. Members agreed to continue planning efforts and explore expanding the annual Open House with additional vendors and activities.

L. Player Piano Maintenance.

Motion by Clifford Ellis, supported by Carol Miller, to table discussion on play piano maintenance and player rolls. Vote: All in favor Result: Motion Carried.

ACKNOWLEDGEMENTS/DONATIONS:

The museum received \$57.00 in donations during the June 13, 2026 Open House.

NEW BUSINESS:

A. St. Clair County Farm Museum Visit: A brief discussion was held regarding a possible group visit. Most members indicated they had previously visited the museum.

B. Port Huron Township Endowment Fund: The Endowment Fund information was shared by Kimberley. Information will also be available in the museum for visitors.

C. Port Huron Museum America 250th Block Party invitation. Received an invitation to their 250th Block Party. Additional details to come.

D. St. Clair County 4H Fair – History barn display invitation. Received an invitation to their history barn. Scheduling update to come.

E. Rotary International Day Parade – July 15th. Discussion was held regarding July 15, 2026, which coincides with regularly scheduled museum hours and the volunteer meeting. Members discussed whether the museum should remain open during the parade. Further discussion will continue.

F. Port Huron Township Flag

Dawn expressed interest in utilizing the Township flag displayed in the Township Board Room as a secondary exterior flag at the museum and hall. She will contact Flags N More regarding availability and pricing.

FINANCIAL REPORT:

The Year-to-Date Second Quarter Financial Report was not available and will be presented at the next meeting.

VOLUNTEER GROUP CORRESPONDENCE: No new updates not already discussed.

ADJOURNMENT: Motion by Clifford Ellis, supported by Terry Weir, to adjourn the meeting at 7:53 p.m.
Vote: All in favor Result: Motion Carried.

NEXT MEETING:

To be determined pending decisions regarding the Rotary International Day Parade schedule.

Carol Miller, Recorder

Kimberley L. Radatz, Volunteer Group Chair