



CHARTER TOWNSHIP OF PORT HURON

Port Huron Township Heritage Museum

Volunteer Meeting Minutes

3800 Lapeer Road, Port Huron, MI 48060

April 15, 2026 6:30 pm

1. Attendance/Opening:

The meeting was called to order at 6:34 p.m. by Kimberley Radatz.

Present: Clifford Ellis, Dawn Fulk, Carol Miller, Clifford (Jim) Radatz, Kimberley Radatz and Terry Weir.

Absent: Nathan Logan, Cheryl McOuat and Mary Powell.

2. Changes to the Agenda:

No changes were proposed. Motion to accept by Clifford (Jim) Radatz, Second by Clifford Ellis.

All in favor – Motion Carried.

Agenda accepted as presented.

3. Citizens to be Heard:

None.

4. Old Business:

a. Pavilion Update.

Carol Miller, the installation will be at the end of the summer, per Township Supervisor.

b. Grants (MACC / St. Clair County Community Foundation).

Carol Miller noted that we have a matched \$900 transportation grant. It was discussed that we rent the Port Huron City Museum Trolley to pick up the 2026 – 2027 5th graders and bring them to the Museum. The Trolley can accommodate up to 30 people. Each class is estimated to have 25 students, and this would allow for the teacher and 4 chaperones. Each class would come on a rotation basis. Carol will be meeting with the teachers next month if this is approved by the Museum group for further details and a date that works for the school.

It was also discussed to try to do a date for seniors of the township to be brought to the museum for a social hour with a light snack.

Motion by Carol to move forward, seconded by Dawn. All in favor – Motion passed.

Dawn will update the Township Board at the next Township Board Meeting

c. Operations.

Procedure – access/2 volunteers – any questions.

Establish volunteer schedule for 2026 operational – update.

Regular hours:

1st Sunday of each month 1:00 p.m. – 5:00 p.m.

3rd Wednesday 5:30 p.m. – 7:30 p.m.

And available by appointment by calling the Township Office.

Volunteer meeting 3rd Wednesday at 6:30 p.m.

d. Ramp update.

Per the Township Supervisor, we will be holding off doing anything with the ramp. The framework and rails are fine, maybe paint the ramp boards. Kimberley to contact Township Supervisor as we have volunteers who have offered to paint the ramp boards.

e. Port Huron Township's 200th Year Bicentennial Celebration.

Item tabled pending direction from Township Supervisor. Clarification is needed regarding planning structure (Township-wide vs. department-level).

f. Volunteers – advertise – get word out.

Ongoing.

g. Marketing:

Feather flags. Kimberley, flags are displayed out front tonight.

Michigan Welcome Center. Kimberley picked up new brochures and noted we would be participating in their marketing program.

Working with Michigan's Welcome Center Literature Program (MWCLP).

Port Huron Museum. Kimberley met with Shelly David and discussed marketing.

h. Floor – update.

Clifford (Jim) Radatz cleaned the floor, looks great saving the museum thousands. Carol to contact Andrew Beeler on the possibility of donating red runners, another option is to rent runners during the Santa event and while using the museum as a warming station during the Wreaths across America event.

i. Player piano.

Both Clifford (Jim) Radatz and Dawn Fulk offered to follow up with individuals they might know who could look at the piano.

j. Schedule meeting for special events.

Kimberley sending dates to schedule meetings to discuss special events including the 200th celebration.

k. 2026 Events and Dates

General discussion was held regarding 2026 events and scheduling.

Key Events:

- Opening Day: April 15, 2026
- Annual Open House: June 13, 2026
 - Coordination with Fishing Clinic noted per Township Supervisor direction
 - Additional activities under consideration

- Pancake Breakfast: July 11, 2026
- Classroom Visits: October–December Will be confirmed after Carol meets with PHASD personnel
- Outdoor Market: Summer/Fall – Begins June and will be under the DDA
- Movie Night: TBD
- Prayer Breakfast: TBD
- Coffee with Veterans: TBD
- Santa Letters: November 26 – December 13 (pickup December 14)
- Santa Visits: December 5–6
- Wreaths Across America: TBD? December 19, 2026

Final operating date for 2026 will coincide with Wreaths Across America event.

2027:

- First Meeting: March 17, 2027
- Car Show: Planned as part of Bicentennial activities

5. Acknowledgements and Donations:

- a. Ted Smith – Navy uniform.
- b. Clifford (Jim Radatz) – Cleaning equipment and supplies.
- c. Sunrise Stores – gas gift cards, refreshments and pizza.

6. New Business:

- a. Mission Statement.

Township Supervisor wants the Mission Statement to be a group discussion.

- b. Purchase three storage tubs.

Motion by Carol Miller, Seconded by Dawn Fulk to purchase three (3) storage tubs. All in favor – Motion passed.

7. 2026 Financial Report: (provided quarterly):

- a. YTD 1st quarter. Financial reports provided by Township Clerk quarterly. No budget questions raised. Last financial report is attached for documentation into the record
- b. Budget 2026 – any questions.

No budget questions raised. Last financial report is attached for documentation into the record.

8. Adjournment

Motion to adjourn by Dawn Fulk, Second by Carol Miller. All in favor – Motion Carried. Meeting adjourned at 8:22 p.m.

Next Meeting

May 20 , 2026 at 6:00 p.m.