

**Sterling Heights Historical Commission**  
**February 3, 2022**  
**6:00 p.m. Meeting**  
**Meeting held at the Upton House Museum**  
**Minutes**

**I. Call to Order**

Meeting was called to order by Bryan Wojciechowski at 6:03 p.m.

**II. Roll Call**

Present: Cynthia Appleton, Nicholas Cavalli, John Connor, Douglas J. Harvey, Geoff Hoerauf, Meghan Mott, Bryan Wojciechowski, Tammy Turgeon

Excused: Karen Turk

**III. Approval of Agenda**

Motion to approve the agenda was made by Cavalli, supported by Appleton. Motion carried.

**IV. Minutes of December 2, 2021**

Motion to approve the minutes of December 2, 2021 was made by Appleton, supported by Cavalli. Motion carried.

**V. Communications/Reports/Correspondence**

- A. Written report from Karen Turk, PT Local History/Archives Librarian  
452 people at Sterling Christmas, 16 in December, 33 in January (includes a Scout group and the Life Enrichment Academy)

For the Summer Magazine, Suzanne is writing about the 40th anniversary of the Upton House's opening in 1982.

We are working on a history reference question for the police department and have been scanning photographs and old articles from newspaper archive.

All Sterling Twp. historic books not on display have been cataloged and housed in proper boxes in the office. Most of these are ledgers and were found during library construction last winter. Please avoid handling them as they are very fragile.

Most recent donations collected and given to Danielle: \$119.

Christmas décor has been labeled and stored.

## VI. Unfinished Business

### A. Historical Marker Program

No new applications. Mott made a motion to change the dates of historical homes that qualify for the local program to be built in 1950 or earlier, seconded by Cavalli. Motion carried.

### B. Sterling Heights Traveling Box

The Traveling Box is available. Remind Outreach Librarians to tell teachers about the resource. This can be removed from future agendas.

### C. Park and Canal Markers

Turgeon gave sign to Kyle Langlois. Installation is expected for the Spring.

### D. Upton House Tours – February, March, April Volunteers

February 13<sup>th</sup> – Appleton and Wojciechowski

March 13<sup>th</sup> – Mott and Cavalli

April 10<sup>th</sup> – Connor and Hoerauf

Current tour schedule will continue through April (weekly Wednesdays 1-4pm and monthly second Sundays 1-4pm). Beginning in May, the Sunday Upton House Museum tours go back to an open house style with no reservations. The May date will be May 15<sup>th</sup> so that it does not conflict with Mother's Day.

### E. Sterling Christmas – Dec 4, 2021

Wojciechowski will write a thank you letter to our organ player. The event was very successful and we sold over 45 ornaments for the tree. All candy canes were gone after the first hour. It would be nice to have a picture taking station next year, maybe at the tree? For all big events need tent cards that say "Please Do Not Touch".

### F. Victorian Christmas Program

The program was very successful thanks to Cynthia Appleton's hard work, SHTV, and the commissioners and staff that performed. This poster needs to be framed and put up in the Upton House Museum with the other posters.

G. Historical Display Case in Community Center

Hoerauf put a display in the case, it is located on the second floor between the two seminar rooms. The display will be taken down in March and Hoerauf is willing to put in a new display to start in April. Turgeon will ask to have a sign made to show it is the Historical Commission.

H. May History Program at Library

The Antique Appraisal program will be at the Library on May 18, 2022 at 6:30 p.m.

I. Gravestone Cleaning Program

This program will be held on July 23<sup>rd</sup> with up to 10 members of the public participating. It will be from 10am-12pm on site and then after lunch Commissioners can go back to learn about repairing the stones. Mott will get a description to Turgeon as soon as possible.

## VII. New Business

A. Holcombe Beach Historical Marker

Turgeon is working on application to have new posts funded partially by the State and by Utica Schools. The State is suggesting that the marker also needs to be updated. Turgeon will take pictures and send along with application.

B. Completion of Annual Report

Appleton worked through the Annual Report with the Commissioners.

C. Brochures

Commissioners reviewed brochures created by Turk. The Historical Marker brochure – change all urls to bit.ly ones because they are too long; not sure if Bressers even exists so might need to remove that statement; guidelines need to change “Building must be documented built in 1950 or earlier; change email to tturgeon@sterling-heights.net. Upton House Museum brochure – Title page remove presented by the and put Sterling Heights Historical Commission at the bottom of the page; Hours of Operation change to something more general and to see the website for current hours; Document needs less text – don’t want to tell everything or no reason to visit; Should divide into two parts – indicate the Victorian house of the Uptons on the first floor and a township/city museum on the second floor; maybe list exhibits on the following subjects; in general what can a visitor expect to find; more teaser and not so much about the Uptons.

## VIII. Communication with Citizens

Thank you to Karen and Suzanne for taking down the decorations and storing them.

## IX. Adjourn

Motion to adjourn was made by Cavalli at 7:19 p.m., supported by Connor. Motion carried.

**Next meeting: April 7, 2022 at 6pm**