

# OLIVE BRANCH SCHOOL PRESERVATION SOCIETY

## Minutes of the meeting of October 8, 2012

Trustees present: William Berry, Cyndie Gerken, Jane Manemann, Peter Scarff, John Sipe, Howard Stahl, Ken Strickland, Virgil Studebaker, Dr. James Gay, and Brad Martin. Susan Brosey Morgan was excused. Others in attendance: Debbie Brandt, Joan Brandt, David Suther and Scott Suther.

Mr. Berry called the meeting to order at 7:05 PM, followed by the roll call.

Mr. Berry reported that he had added additional information on the first and last pages of the original minutes of the July 9, 2012 meeting. A motion to approve the revised minutes was made by Peter Scarff and seconded by Cyndie Gerken. Motion carried.

A balance of \$2647.00 in the treasury was reported. It was emphasized that letters of thanks need to be sent to donors. A motion to pay the invoice of \$676 submitted by Scott Green of Digital Graphics for the OBSPS web site design and hosting was made by Jane Manemann and seconded by Peter Scarff. Motion carried.

Representing the Finance Committee, Howard Stahl passed out suggested levels of giving with various designations for individuals and families to be used as part of a fund-raising campaign. Virgil Studebaker commended the Committee on their work, and suggested that donors and their designations be kept in a recognition book. Virgil also suggested that designations should begin at the \$1,000 level, and Cyndie Gerken suggested \$2,500. Peter Scarff suggested that the amounts be revised as \$25-99, \$100-249, etc., and that the designations be cumulative so that donors could reach a "level" over time. John Sipe stated that corporate recognition should be separate, and the donor's corporate logo should be included in the recognition. The logo could actually be put in our brochures. Jane Manemann stated that corporate donations should be in designations, too. We need to consider middle and small businesses. For examples, car dealers have been very generous in the county. Howard and Virgil discussed how to approach donors at reunions. Mr. Sipe also stated that although The Turner Foundation is not granting much outside Springfield now, we should get our name in with them. Mr. Berry mentioned the Berry Foundation in Dayton, and Virgil Studebaker suggested Wal Mart and Lowes.

At our October 10, 2011 meeting, John Sipe and Jane Manemann should have been re-appointed as Board members for 3 years, not 2 years, so that will be corrected on the Board roster.

Cyndie Gerken pointed out that a link to our OBSPS web site is on the Tecumseh Local Schools web site. Mr. Berry related that Scott Green would charge \$20/hour for additional work on the web site, but that there would be no charge for just a few minutes of work. Jane invited Bill Berry to a televised New Carlisle City Council meeting next Monday where he can talk about the web site. Donors can donate on the web site or print out a form and mail it in. Debbie Brandt pointed out that she has alumni contact information and she will do a mass emailing to introduce the new OBSPS web site. (She has accumulated 40 pages of email addresses.)

OBSPS Minutes of the meeting of October 8, 2012 (cont'd)

Bill Berry noted the thermometer sign is finished and we will have an open house to dedicate it. Mr. Berry pointed out that the Phase 1 goal of \$50,000 (as shown on the thermometer), will be asbestos removal. We're hoping for the money toward this goal from the TLS Board from their permanent improvement fund. Jane proposed Sunday afternoon November 4, 2012 from 2-4 PM as the Olive Branch Open House date. Mr. Berry will provide coffee and hot cider, Cyndie will bring cups, plates, napkins, etc. and Debbie Brandt will check on the coffee urn. Jane will provide cookies. An article about the Open House will be submitted to the *New Carlisle News*. Mr. Berry further pointed out that he would contact Tom Stafford who has previously expressed a willingness to do a story about the Open House in the *Springfield News-Sun*.

Setting up a table with OBSPS brochures at the THS basketball games was discussed. Cyndie Gerken showed the Committee an empty folding display case that she had bought and offered to create a portable table top display. Mr. Berry thanked David Suther for bringing the Olive Branch pictures that he displayed for the Board. He offered to send electronic versions of his photos to be added to the OBSPS web site.

A motion to adjourn was made by Virgil Studebaker and seconded by Peter Scarff. Motion carried. The meeting was adjourned at 8:40 PM.

Our next scheduled OBSPS Board meeting is January 14, 2013.

Respectfully submitted,  
Ken Strickland  
Secretary