

TOWNSHIP OF RAVENNA
COUNTY OF MUSKEGON, MICHIGAN

At a regular meeting of the Township Board of the Township of Ravenna, Muskegon County, Michigan, held in the Ravenna Township Hall, 3770 Blackmer Road, within the Township, on the 14th day of May, 2015, at 7:00 p.m.

PRESENT: Members: Hoyle, Patterson, Punter, Sherman + Yonker

ABSENT: Members: _____

The following Ordinance was offered by Member Patterson and supported by Member Sherman:

ORDINANCE NO. 15-01

AN ORDINANCE REGARDING THE
TOWNSHIP HISTORICAL COMMISSION

WHEREAS, it is the desire of the Township Board to establish the Ravenna Area Historical Society ("RAHS") as an historical commission of the Township, pursuant to Act 213 of the Public Acts of Michigan of 1957, as amended ("Act 213"); and

WHEREAS, the RAHS, having in the past registered as a charitable trust, wishes to clarify and confirm its status as a commission and as an agency of the Township and to hereby agree that it is and shall operate as an historical commission of the Township, in conformance with the terms of this Ordinance and such other directives as may be issued by the Ravenna Township Board.

NOW, THEREFORE, THE TOWNSHIP OF RAVENNA ORDAINS:

Section 1. *Establishment of Historical Commission.* The Ravenna Area Historical Society is hereby established and appointed as an historical commission of the Township of Ravenna, pursuant to and in accordance with the provisions of Section 2 of Act 213. The historical commission shall have such powers and authority as are provided in this Ordinance

and as may otherwise be specified by the Township Board, from time to time. The RAHS shall be subject to the terms and requirements of this Ordinance, together with the Bylaws and Rules of Procedure ("Bylaws") attached to this Ordinance.

Section 2. *Bylaws.* The Bylaws for the RAHS attached hereto are hereby adopted and confirmed, and the RAHS shall operate within the guidelines of this Ordinance and the attached Bylaws.

Section 3. *Ownership and Management of Assets.* The Township Board and the RAHS hereby confirm that, with respect to all assets controlled or managed by the RAHS, the Township is the owner of such assets and hereby appoints the RAHS as its agent to operate, maintain and manage such assets, including historical artifacts, displays and other assets, subject to the terms of this Ordinance and subject to further guidance as may be provided from time to time by the Township Board. The assets shall include, but not be limited to, those displays and artifacts currently housed in the Ravenna Area Museum, the recently purchased caboose to be installed upon Michigan Department of Natural Resources ("MDNR") right-of-way lands, the lease or permit granting authority to locate the caboose on such lands as issued by the MDNR, and any additional assets or artifacts.

Section 4. *Purpose.* The purpose of the RAHS is to foster civic duty, strengthen the local economy and promote the use of historical resources for the education, pleasure and welfare of the citizens of the Township and its visitors, by protecting, preserving, enhancing and displaying various elements of the cultural, social, economic, political and architectural history of the Township.

Section 5. *Budgets and Financing.* The RAHS shall maintain records of all revenues and expenses associated with the RAHS and shall provide regular reports to the Township Board regarding such finances, according to such instructions as may be issued by the

Township Board (and as specified in the Bylaws). To the extent that the RAHS plans to undertake projects or incur expenses, it shall submit an anticipated budget of those expenses and projects for review and approval by the Township Board, no less often than annually in conjunction with the Township's annual budget review process for its fiscal year (commencing July 1). The Township Board shall approve all proposed RAHS budgets and expenditures. The RAHS shall not have paid employees, although volunteers may be reimbursed for expenses as contemplated by the budget. Any change in this status, such as a proposal to engage employees, shall occur only after the approval of the Township Board.

Section 6. *Acceptance of Gifts, Grants, Loans and Aid.* The Township Board may accept State and Federal grants for historical preservation purposes, may participate in State and Federal programs that benefit historical preservation, and may accept public or private gifts for historical preservation purposes. The RAHS shall regularly inform the Township Board of all such gifts, grants and aid. The RAHS is not authorized to borrow funds without the approval of the Township Board.

Section 7. *Approval or Disapproval of Projects.* The RAHS shall submit to the Township Board any project involving an expenditure of monies over \$500.00. Amounts less than this amount may be incurred by the RAHS provided there are authorized funds designated and available for such projects or expenditures by means of prior approved budgets. RAHS will report quarterly/yearly to the Township Board.

Section 8. *Appointments.* Officers of the RAHS shall ordinarily be appointed for a term of three years, as provided in the attached Bylaws. The initial officers terms be as follows, each of whom shall be appointed for the initial term designated, so as to stagger the terms of office: the President shall be for a term of three years, commencing in June; the Secretary shall be for a term of two years, commencing in June; and the Treasurer shall be for a term of two

years commencing in June. An officer may be re-appointed by the RAHS Board. The current officers as of the date of this Ordinance shall continue in office until June.

Section 9. Publication/Effective Date. This Ordinance shall become effective upon its publication or the publication of a summary of its provisions in a local newspaper of general circulation.

AYES:

Yonker, Hoyle, Sherman, Patterson & Punter

NAYS: _____

ORDINANCE DECLARED ADOPTED.

Penny Sherman

Penny Sherman
Township Clerk

I hereby certify that the foregoing is a true and complete copy of a Ordinance adopted by the Township Board of the Township of Ravenna at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

Penny Sherman

Penny Sherman
Township Clerk

The terms and conditions of this Ordinance are hereby accepted and approved by the RAHS this 21st day of May, 2015. The Bylaws attached to this Ordinance have also been adopted and approved by the Ravenna Area Historical Society.

Ravenna Area Historical Society

By Mary Jo Housler

Its: President

**Ravenna Area Historical Society
A Ravenna Township Commission
Bylaws and Rules of Procedure**

[See attached]