

Michigan Veterans' Memorial Park (MVMP) Commission meeting notes December 6, 2021 meeting

Attendees: John Juarez, Lynn O'Brien, Lindell Holm, Andrew Cosgrove, Danny Craig, Dana Schafer

Absent: Jim Dunn, Gary Quinn

Guests: Jerry Keeder and Brent West, DTMB-Building Operations

1. Approve June 21, 2021 meeting notes

- Lynn O'Brien motioned to approve; Danny Craig supported motion; all approved.
- Also needed to approve minutes from the June 20, 2020, meeting, due to not having a quorum at the June 21, 2021, meeting.
 - Andrew Cosgrove motioned to approve; Lynn O'Brien supported motion; all approved.
- John Juarez noted that Richard Thelen (survivor of the U.S.S. Indianapolis), who was present at the June 21, 2021, meeting, has passed away. John wanted to acknowledge Richard for his service and his contributions on a proposal that is in progress to donate a U.S.S. Indianapolis monument to the MVMP.

2. Financial Statement

- Reviewed the 4th Quarter MVMP financial report. Revenues are slightly down.
- John noted that we have talked about the need to advertise the availability of the Vietnam Veterans license plate to help keep this funded.
- There will be some upcoming expenses – security camera, new way finding sign at the Park, and concrete repair.

3. Commissioner Terms

- Reviewed expiration dates for all Commissioners terms.
- Lynn O'Brien and Jim Dunn will reach end of their terms in December 2021.
 - i. Lynn shared that she will not seek renewal of her term. She said it has been an honor to serve on the MVMPC and is proud of all that has been accomplished.
 - ii. John Juarez and Dana Schafer thanked Lynn for her service and her many valuable contributions during her time on the Commission. John noted that the Commission will be sending Lynn a token of appreciation.
- John has talked with the Governor's appointment office about appointment renewals. He noted the website is not up to date, but they are working on this.
- They will work on filling Lynn's vacancy, and possibly Jim's, if he chooses to not renew his term.
- If anyone has recommendations for vacancies, please send information to John.

4. MVMP Monument Application Process – Appendix L

- Daughters of the American Revolution (DAR) approached the MVMPC regarding donating a Revolutionary War Patriots plaque for the Park; therefore, Appendix L

was developed, as plaques were not included in the original MVMP Monument Application Guidelines Process.

- John Juarez and Dana Schafer reviewed the draft appendix with the Commission, seeking approval for addition to the Guidelines Process.
 - John Juarez motioned to approve Appendix L; Andrew Cosgrove seconded; all approved.
- Dana will add Appendix L to the Application document and have the updated Monument Application Guidelines Process added to the MVMP website.
- Andrew Cosgrove, Lindell Holm, and Danny Craig agreed to serve on a sub-committee to review the DAR memorial plaque proposal and will seek approval with the Commission in early January, if the proposal meets requirements.
- Dana has scheduled sub-committee meeting to start the review process.

5. Concrete repair update– Vietnam Veterans Memorial Walkway

- Jerry Keeder provided an update on current condition.
- Prior to winter season, DTMB-Facilities performed surface repairs, however, some is already starting to break and crack with the cold weather setting in.
- Winterization caulking maintenance has been completed.
- Weight bearing analysis of the support pillars of the Vietnam Veteran's Memorial Wall has been completed – no movement has taken place.
- Facilities anticipated fixing a large pad of concrete on the North side but had trouble with contractor availability.
- In April, they will access concrete again, and suggested the Commission should start considering long term repair.

6. Update on potential security camera for MVMP

- Hall of Justice (HOJ) legal team has reviewed the Memorandum of Understanding (MOU) between DTMB and HOJ.
- Once final signatures are obtained, the security camera will be installed.
- Total cost of camera, installation and tie into Honeywell system will be around \$6,000 (previously approved by the Commission).

7. Update on additional sign on SE corner of MVMP

- Shared picture of the new way finding sign with the Commission.
- Jerry Keeder said sign has been delivered and the Facilities team should be able to install within next couple of weeks.
- Sign is 2' x 3' and will be 32" high.
- Base will be mobile so sign can easily be moved/repared, if necessary.
- Total cost of sign and installation will be around \$2400 (previously approved by the Commission).

8. Donations – Website for memorial brick and retired flags

Brick Pavers

- Brick paver donations were available to citizens as part of the fundraising effort when the Park was first established/Vietnam Veteran's Wall was being built.
- John Juarez was able to find the company that provided engraved brick pavers, and they are still able to provide this service; Available sizes are 4"x8" and 8"x8".
- Commission would like to offer this option to citizens again, as a donation to maintain the Park while remembering a family member or loved one who served.
- Dana and John are working on establishing a "Donations" page on the MVMP website. Also working with Dept. of Treasury to set up electronic payment so that orders and payment can be placed directly through the site. Orders and paper check can also be mailed to the Commission.
- Current pavers in Park are associated with the Vietnam War; this fundraiser will open this up to others that have served in any branch – deceased or living.
- May also recognize organizations/those that have contributed to Veterans.
- There are several bricks along the Kelley Walkway that are not engraved and would be available to those that want to donate.
- Discussed option of placing pavers dedicated to veterans outside of Vietnam War in separate area. Further discussion will take place on this topic.
- There is plenty of room in the Park to allow for the addition of many new engraved pavers.
- Dana shared a picture of engraved bricks that are in the Park; those currently on-site have held up very well; most have been in Park since 2001.
- Commission discussed appropriate donation amount for the 2 sizes of pavers, and it is recommended to ask \$50 for an engraved 4"x8" brick and \$75 for an 8"x8 paver. This would cover cost of engraving, installation and allow a portion of proceeds to be placed in maintenance fund for the Park.
- Also discussed adding an option to order a duplicate brick, at a discounted price, that citizens could keep at their home.
- DTMB-Facilities recommends installing new pavers on a quarterly basis to keep installation cost down.

Retired flags

- Commission would also like to offer retired flags, that have been flown over the Park for a donation the Park.
- Currently have 27 sets of flags that are in good shape. A set includes a POW flag, U.S. flag, and State of Michigan flag.
- Dana/John will continue researching prices to determine appropriate donation amount, as well as flag etiquette for retired flags, so this information can be included on the Donations web page.

Advertising of brick paver and retired flag donations page

- John asked for volunteers from the Commission to advertise the paver and flag donations, once the web page is set up, to various veteran groups/organizations.
- Danny Craig and Andrew Cosgrove will serve on sub-committee to do outreach/advertising.
 - i. Andrew noted that he has a list of all the Veterans Departments at the various colleges in Michigan.
 - ii. Lynn O'Brien noted that Mark Sutton does a newspaper for the American Legion, and a lot of people will see this if we contact him to advertise in his newsletter.
 - iii. Danny recommended starting with the State Commanders.
 - iv. Andrew suggested going to website for American Legion and VFW for lists of the posts.

9. Assignments

Those that are working on various assignments discussed today should call John and/or Dana with any questions.

Additional discussion

- Lynn O'Brien shared that State Chaplain Jennifer Smith recently passed away. The Commission offers their condolences to her family and friends.
- MVMPC meeting schedule for 2022 – meetings will continue to be held every other month, starting in February. Dana will work on scheduling.

The next MVMPC meeting is scheduled for **February 14, 2022 from 10:00am-Noon.**