**STHS Board Meeting**

**Wednesday, June 3, 2015**

Called to order by President Stephanie Garomon at 5:00 pm, Schoolhouse. Minutes prepared 6/21/15

Present: Stephanie Garomon, Robert McEwan, Judy Clarke, Gwen Davis, Marnie Newman Leasure, Mel Hunt, Brian Booth, Charlotte Zanidakis, Vickie de Haven, Wendy Appleton

**1.** 5:00 Meeting Opened

**2.** Minutes of May 6th Meeting approved.

It was suggested during the meeting that the agenda be occasionally changed so each committee can give their report first and do it on a rotating basis to keep the meeting fresher. Action: Stephanie.

**3.** **Treasurer’s Report : Vicki see financial reports on the web**

Vicki DeHaven reviewed all the financial reports. Reviewed Cash positions and thinking behind the numbers.

**a.** We again reviewed the Ex. Committee decision to move all banking functions to UniVest to allow simpler reconciliation every month.

ACTION: Vicki and Brian once Brian secures “donation” level of Univest that will match what 1st National has been giving us.

**4. Finance Report: Brian**

**a.** Brian Reviewed new 4th objective of investment fund was to fund Endowment Fund when level of investment fund went over $100,000.

ACTION: Finance Committee to suggest written Endowment policy statement for Board approval. After that Board to discuss how to grow the fund.

**b.** ACTION: There are a number of agreed and signed papers, on policy, our non-profit authorization, tax records, etc. that we do not keep in an agreed place. This needs to be sorted out, probably at Ex. Committee level. Identify what we need to have on hand and where to put it. for instance a fire proof safe?

**5. Archives: Judy see report on the web**

**a.** Please refer to written report on the web site.

**b.** Judy would like to see progress on designing new book cases along the north wall.

ACTION: a new suggestion was welcomed: ask one or more interior design/architect type people to look at our space and give us idea on layout and use. Need some fresh thinking. Robert to Follow up. Marnie’s husband (?) others?

**c.** Computer needs: Judy brought up the more urgent need to buy a new computer.

ACTION: Stephanie to work on this now, via Vicki’s contact Greg Datz, who has proven slow in delivery.

**d.** Census from 2010 or 2012: Judy believes and it is approved that she seek out a paper copy of the most recent census for our work and archives. ACTION: Judy.

**6. Development: Melody see report on the web**

**a.** Mel related the status of the Fall dinner:

\*We have 11 host houses signed up and Donneta and John are seeking out 4 more.

\* We have 8 sponsors for $3100 signed up but now we need a drive to sign up more.

Sponsor objective is $12,000. Mel is leading this effort with John, Donneta and Stephanie. The List of possible donors were consulted and people “signed up” to solicit financial support.

**b**. Stephanie: Following on Monday the 8th, Mel, Robert and Stephanie reviewed the needed committees and specific actions. This was written up for use . Some changes in the houses will necessitate changing some of the details as we move ahead.

**c.** CONTACT MANAGEMENT SYSTEM: it is clear that we need a computerized system to manage who we contact, for what event and sponsorship, when they gave and comments to help our mining but not bugging these vital supporters.

ACTION; Stephanie to put this on the Ex. committee agenda

**7. Events: Wendy-See Report on Web**

**a**. Picnic, Aug. 30th: Wendy now has taken this in hand.

Theme:” Asian.”

ACTION: Marnie to take Wendy to the site and introduce Wendy to the owners.

ACTION: Wendy to gather several other people on a committee to work on the details, and work during the day.

**8. Grants: Charlotte-see report on the web**

Two applications have been submitted after much detailed work. Awaiting results. Wendy volunteered to work with Charlotte on populating our web site with data to shell support putting together future grants.

**9. Education: Marnie-see report on the web**

**a**. The week of children’s visits is well in hand as of typing these minutes was carried out. it seems like it was a very good success. The work is not to be underestimated! Great job Marnie.

**b.** Scholarships were awarded by Robert at Solebury School and We are investigating how to get the NHSHS awardee to the Schoolhouse for his award/photo op. Action: Robert/Marnie.

**c.** Rev. War person is tentatively booked for the Solebury Day. We have not heard anything from the Twp’s manager of the event, Gordon Rice. Causes us to wonder about the event(??)

**d.** Walking tour June 27th: Lumberville. Marnie to approach Will Rivinus. Events overcame us, and this did not yet happen.

**10. Oral History: Robert**

Please see Robert’s report on the web

**11. V.P. Report: Robert**

Please see Robert’s Report on the web

**12. Membership-See membership activity on financial accounting posted to the web**

Vicki reported on membership activity. Donneta Crane is working with Beth Carrick and Penny Armogost on the membership committee.

**13. Newsletter:**

We have been unable to tackle this one due to man power changes. ALL Board members however should write articles for the moment we can pull our work together.

ACTION; We are buying a desk top publishing software with the new computer. Charlotte volunteered to print up the instructions.

**Meeting Ends: 7:05 PM**

**Action Items carried over from May:**

Stephanie reviewed the list and the good news is we are ticking off many items as “Done.” Future issues that should go on the list outside normal work include:

a. continue to recruit Board Members for P.R., (might have someone when her work schedule lightens up) Secretary, Membership and committee members for each Board Chair esp. where there is heavy work: Events, Grants, and Development.

Minutes prepared by Robert McEwan, edited by Stephanie Garomon