

STHS Board Meeting Wednesday, July 1, 2015

Called to order by President Stephanie Garomon at 5:00 pm, Schoolhouse. Minutes prepared 7/3/15

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

1. 5:00 Meeting Opened
2. Minutes of June 1st Meeting approved.

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

Stephanie for Vicki reviewed all the financial reports. Reviewed Cash positions . Vanguard account is finally opened after much paper back and forth. Thanks to all for the work.

4. Finance Report: Absent Robert and Stephanie discussed with board

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

ACTION: Brian please secure "donation" level of Univest that will match what 1st National has been giving us. We can then close 1st national account.

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

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.

ACTION: We agreed to use a fire proof safe in the Schoolhouse to store key papers. Robert to add this to the needs to do in the Schoolhouse.

5. Archives: Judy see report on the web

Judy will not be at Schoolhouse July 22, 29th and Aug. 5th. We need to see if anyone can cover.

- a. 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?

- b. 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.

- c. NHSHS year book collection: Judy thought it ovule be a good idea to collect these after we wrecked one from Nancy Plye Magee. All agreed.

ACTION: Judy will lead the effort.

- d. Historic district House photo project: Board discussed the project which Gwen and Dick Carlson are taking up. how to do it, how to link it with Harrington files etc.

ACTIONS:

*Robert to buy more envelopes and order archive supplies as needed.

* Robert to get (from Beth) the addresses spreadsheet 92 sets) from Beth for using the typed tax parcel and home address on the filed envelopes. Another set the master list will be marked by Dick/Gwen with "yes" if we have a photo of a house. This to be eventually typed on the spreadsheet as a reference for those looking up a house. Photo are NOT to be filed in Ned Harrington files. They would get lost, damaged, and they are not part of the initial ned files. etc. We hope this could be a typing project for Jane Yates when the time comes.

- e. New Archives addition: Marnie picked up and delivered about 10 tax books by parcel from the estate of Clarence Overpeck. Dates approximately 1927 to 1935 (?)

6. Development: Melody see report on the web

- a. Mel related the status of the dinner plans. It is clear communication with Donnetta and John is the needed. Stephanie and Mel to hopefully make a breakthrough so this event is a shared organization.

ACTION: Stephanie/Vickie to get Mel and board an up to date membership list.
Also send to Mel a list of current sponsors and their \$ amounts.

- b. CONTACT MANAGEMENT SYSTEM: it is clear that we need a computerized system to manage who we contact, for what event and sponsorship, what 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: Theme: the Red pagoda.

ACTION: Marnie to introduce Stephanie to Picnic house people.

* Do they have cookout BBQ we can use?

* Ask Linda how many BBQ's we need or used last year.

* Tables: Ask Linda how many we need?

* Bar: Robert to ask Peter Gatto if he can source supplies.

Wine, beer, other. budget \$350.00 (?)

* Set up email NOTICE and about 30/50 post cards for members who do not use computers. Stephanie(?)

8. Grants: Charlotte-see report on the web

Unfortunately the RABB grant did not get approved. There remains another way to get a donation from them that we have to investigate.

9. Education: Marnie-see report on the web

- a. The week of children's visits was a big success for the children, teachers and the Society. The School now wants to book another week for first graders in October and then another week in the spring for the 2d graders. Great Work Marnie!

- b. Rev. War person is tentatively booked for the Oct. 17th He will set up at NH library July 18th. some one should check out the set up and chat him up to see if it is right for STHS. PUBLICITY??

10. Oral History: Robert

Please see Robert's report on the New item is we will work with Michener Art Museum on a way for them to have their guests hear excerpts of our Artist's oral histories.

11. V.P. Report: Robert

Please see Robert's Report on the web.

Computer was delivered July 3d.

ACTION: We need one computer supervisor or point person? Who??

ACTION: Charlotte to print up the instructions and other papers.

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

Thomas Crew Surveyors came in a a business member.

We need a monthly report on this vital activity. We also need to recruit more board members.

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.

Meeting Ends: 6:20 PM

Minutes prepared by Robert McEwan, edited by Stephanie Garomon