

SOLEBURY TOWNSHIP HISTORICAL SOCIETY

Board Meeting

Wednesday, January 6, 2016, At The Schoolhouse

Called to order by President Stephanie Garomon at 5:04 pm, STHS Schoolhouse

Minutes prepared 1/7/2016

Present: Stephanie Garomon, Charlotte Zanidakis, Robert McEwan, Melody Hunt, Marnie Leasure, Judy Clarke, Mary Spencer, Laura Kim, Darcy Fair, Sue-Ann DiVito

Excused: Vickie de Haven, Brian Booth

1. **5:04 pm Meeting Opened**

2. Introduced and welcomed new Board members:

**Mary Spencer-Events Chair**

**Darcy Fair-Oral History Committee**

**Laura Kim-Oral History Committee**

**Sue-Ann DiVito-Events and Development Committee's**

3. Elections-committees

A. Have a board election of new board members: **Motion by Judy Clarke; Second by Robert McEwan, and Board approved**

B. Motion to approve this year's Executive Committee (Stephanie Garomon, Robert McEwan, Vicki DeHaven, Charlotte Zanidakis). Note: Executive Committee meets with Finance Committee-Brian Booth. **Motion by Marnie Leasure, Second by Melody Hunt, Board approved.**

C. Form committees – **President Stephanie Garomon, emphasized the importance of assisting other committees when needed and/or asked upon. We are a 'Team.'**

4. Review 2016 Calendar:

**Selected event dates for 2016. Stephanie will distribute revised Calendar with 2016 event dates.**

**Suggestions for 2016:**

**April: Mary Spencer's Readings w/fee, "Spirits of Spring."**

**August 21, 2016 (Sunday) for Picnic**

**November 13, 2106 (Sunday) Annual Meeting**

**November 29, 2016 #Giving Tuesday**

**New Year's Day Brunch: January 1, 2017**

**Sue-Ann will review New Hope Historical Society events for any conflicts of dates with STHS.**

5. Strategic Plan-Committees to review the current strategic plan. Can be found on the STHS website. (attached to agenda email). Board Pages are found by clicking on "About" from the home page, from dropdown list click on "About Us" and scroll down to the bottom of the page. STHS confidential password is needed. **Committees to review their events/responsibilities and update their portion of Strategic Plan for review at next meeting. Per Stephanie, "We are on target and have accomplished a lot."**

6. Review and approve Minutes of December 2, 2015.

**Motion by Robert and Second by Darcy. Board approved.**

7. Treasurer's Report.

**In Brian and Vicki's absence, Stephanie reported that 1<sup>st</sup> National Bank account has been closed and STHS solely deals with Univest Bank. Open Balance was \$8,176.11; Closing Balance was \$3,258.29. Motion by Darcy and Second by Melody. Board approved.**

A. Review P&L Budget vs Actual YTD, Trial Balance YTD (all the balances in all the accounts), Bank registers (will show all the checks and deposits), GL (all activity in ALL accounts including the membership) Year-end review to take place at Executive Committee Meeting as well as 2016 Budget. Will be brought to the board at February Meeting.

8. **Committee Reports:** Note: will go over Action Items from previous month at end of each committee report

A. Finance: no report; Brian was absent

B. VP Report-Robert-Schoolhouse renovations:

--- **Report detailed Actions done/pending and presented adjusted estimated cost of projects.**

--- **Discussion about the architectural design of the desk. Design should reflect more the era of the Schoolhouse and possibly the desk legs can be redesigned.**

-- **Discussion to obtain the "Solebury Quilt" valued at \$600. A community business owner will donate funds to pay for the quilt which will be used for educational purposes, and an archival box will be purchased to preserve the quilt. Motion by Marnie and Second by Darcy. Board approved.**

C. Development – Melody

**Impression-Sips is scheduled for January 24, February 21, and March 13<sup>th</sup> – and volunteers are needed to trace images on canvases and to help at the events. Mel will contact the Herald for free advertising.**

D. Events-Stephanie passing torch to Mary Spencer, review of New Year's Day Brunch-vote to eliminate mail to township

-- **Stephanie reported that New Year's Day Brunch invitations were sent to all residents in Solebury which is very costly. After discussion it was decided future event invitations be sent to only STHS Members and to place an ad in the Herald to eliminate high cost of mailings.**

-- **Suggestion to ask Girl/Boy Scouts to assist in the mailing procedure.**

-- **We need more sponsors to assist with the cost of the event.**

-- **STHS is searching for a Public Relations person, and we need to increase number of membership.**

E. Education-Marnie

**We need to look for larger venues to accommodate the increasing number of people attending events/lectures at the Schoolhouse. Suggestions are welcome.**

F. Archives-Judy

**Everything is stable and moving well.**

G. Oral History-Robert, Darcy, Laura

-- **Report listed increase/pending number Oral Histories and Video Histories**

-- **Robert lectured about STHS Oral Histories for the Historical Society of Pennsylvania on December 9<sup>th</sup> at the Pearl Buck Center; 18 archivists were attendance.**

-- **New Hope Historical Society approached STHS to give an Oral History on April 25<sup>th</sup> at Trinity Church. Marnie along with Carole Martin will work together on this joint venture.**

H. Grants-Charlotte

- CCAHA Tour is scheduled for January 20<sup>th</sup> at 10:30 pm. 7 Board members plan to attend.
- Charlotte spoke with Grundy Fdn staff member who shared info on the submission of a proposal which should be completed/submitted soon. STHS is asking for Foundation's maximum request of \$10,000 of the \$19,500 STHS needs.

I. Membership-

- Donneta received 140 membership renewals, and will plan another mailing with Myrna.
- We need new membership Public Relations.
- Stephanie will update the tri-folder without a date so folders can be used year after year.

9. Old Business

A. Next Newsletter- **Please submit articles for next newsletter. I want the newsletter to be interesting, so if we include interesting articles from all of us, I think it will be well received. Committee chairs and members can submit articles about their committee and I think if you need someone to volunteer for an upcoming event, make it specific in your article. If you just want to submit key points, I will turn it into an article. Next issue scheduled for after third of 3 Impression-Sips on March 13th and before Open House in April.**

7. New Business:

- Darcy mentioned the Mercer Museum's National History Day needs judges, and will forward an email with information.
- Lots of other New Business within Committee Reports!

8. Adjourn: **6:50 pm. Motion by Darcy, Second by Judy. Board approved.**

**Minutes prepared by Charlotte Zanidakis, edited/reviewed by Stephanie Garomon.**