

SOLEBURY TOWNSHIP HISTORICAL SOCIETY

Board Meeting Minutes

Wednesday, February 3, 2016 at The Schoolhouse

Called to order by President Stephanie Garomon at 5:05 pm STHS Schoolhouse

Minutes prepared 2/8/2016

Present: Stephanie Garomon, Charlotte Zanidakis, Robert McEwan, Brian Booth, Darcy Fair

Excused: Melody Hunt, Marnie Leasure, Judy Clarke, Mary Spencer, Laura Kim,

Sue-Ann Divito, Vicki DeHaven

1. 5:05 pm Meeting called to order

2. Note: Solebury Day has been added to STHS calendar September 17th

3. Review and approve Minutes of January 6, 2015: **Motion by Robert McEwan; Second by Brian Booth**

4. Executive Committee Minutes: **forward minutes to entire Board; forward Final Budget to Board; discussion on the need for professional administrator and/or bookkeeper**

5. Vote to change day of Board Meeting-First Tuesday of the month at 5pm: **decided to leave as is – Wednesdays at 5 pm.**

6. Treasurer's report-Vicki

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.

January 2016 Profit & Loss Statement reviewed – not much activity. Vicki suggested we need to add \$200 for Constant Contact, and it was approved.

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

A. Finance-Brian

Budget has been “tightened-up,” and is in good standing.

Develop business membership program: compose pamphlet and a new membership card.

“What do we provide businesses’? Brain will provide list of businesses soon.

Further details about this project listed mentioned in Membership section.

B. VP Report-Robert-Schoolhouse renovations:

A detailed Actions and Final Costs report was sent to Board. In addition it was noted the cellar door needed immediate repair due to damage caused by snow removal.

- C. Development - Melody
- 1. With instructor, Sandy, the Impression-Sips February 21st event is scheduled with 15 attendees at \$40 per person.**
 - 2. Discussion to create additional ‘development’ fundraisers: i.e. wine tastings at Lumberville General Store.**
- D. Events-Mary
- Report was submitted to Board for review listing various ideas for new events.**
- E. Education-Marnie. **No update**
- F. Archives-Judy-not in attendance
- Report was submitted to Board for review listing update on archive activities.**
- G. Oral History-Robert, Darcy, Laura
- Darcy submitted report to Board for review listing various oral history events and program ideas.**
- H. Grants-Charlotte
- 1. Grundy Foundation grant proposal was submitted on February 1 for \$10,000 for Schoolhouse renovations and technical equipment.**
 - 2. Grant committee has been revived with Marnie and Mel continuing as members, and Darcy Fair as new member to research for new grants to fund STHS needs.**
 - 3. Judy Clarke, Robert McEwan, and Charlotte Zanidakis attending a tour of the Conservation Center for Art and Historical Artifacts on January 19th. CCAHA presented a wide range of services offered to organizations, and they welcomed our participation in their numerous services and workshops – both for STHS and personally.**
<http://www.ccaha.org/>.
An article regarding the tour will appear in the Spring 2016 Solebury Chronicle.
- I. Membership-Stephanie
- Develop a Business Membership Program:**
- 1. STHS needs a marketing package to distribute to public**
 - 2. Compose Business/SHTS related pamphlet**
 - 3. Customize membership card for businesses**
 - 4. Brian to obtain list of businesses with Solebury and close area zip codes**
 - 5. Merge corporation list with/from Jane Nelson Yates (sp?)**
 - 6. Organize an Open House: invite members to ‘bring a neighbor’ to promote new memberships**
 - 7. STHS Seminar to obtain business members, how to keep business membership, and to organize business fundraisers**
 - 8. How/what services does STHS provide to the community?**

9. Develop events: Taverns Tour, Underground Railroad, love stories, etc.

8. Strategic Plan-Committees to review the current strategic plan. Committee Chair input.

Currently working on final plan(s)

9. Old Business

A. Next Newsletter- Please submit articles by **February 29th** 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.

10. Web Announcements-Committee Chairs- All announcements and changes should be written and sent to Beth: **Facebook requests should be submitted to Stephanie.**

11. Adjourn: **6:04 pm Motion by Charlotte; Second by Robert.**

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