

CUMBERLAND HISTORICAL SOCIETY
BOARD MEETING
Thursday, March 21, 2109

- The monthly meeting was held at the Cumberland Town Hall, called to order by Chair, Linda Fulda at 6:37 pm.
- **Attendance:** Carolyn Small, Sandy Nickerson, Deb Dugas, Steve Moriarty, Kathy Kenny, Judy Gagnon and Linda Fulda. Absent: Pete Wilson.
- **Secretary's Minutes** of Feb. 21, 2019: Debbie reviewed an email (3-20-19)¹ and attachments including: updated Board of Directors list with contact information²; Collections policy - original draft plus document with suggested changes³; list of changes to be made to the Cumberland Crier site⁴; 2 letters from Sandy Nickerson regarding plantings at the current CHS building^{5&6}; and revised CHS building move notes¹. Deb made a motion and Sandy seconded, to accept the secretary's minutes for the board meeting held February 21, 2019. It was voted with one abstention from Steve Moriarty to accept the minutes.
- **Treasurer's Report:** Two pages^{7&8} of notes were shared (see attachments) regarding the finances. Ending balance as of 3-18-19 for Checking Account is \$14840.98, Savings \$28.98, Money Market \$4256.41, CD \$72038.32, Petty cash \$100.00 totaling \$91264.69. Report submitted by Pete Wilson, Treasurer. Pete had recommended that we renew with Averill insurance for \$979.00. Discussion regarding the policy through Hanover Insurance (Averill is the agent) explained that this is a Business Owner's Policy which includes liability insurance. It was agreed that the Board (through the Chair) needs to notify the insurance company that we are in transition during the move to a new location and that our inventory/items covered by the policy will be in storage. A motion was made and seconded to accept the Treasurer's Report. The board voted unanimously in favor. Deb made a motion to approve payment for the business owner's insurance policy to Hanover Insurance, Judy seconded the motion. The board voted unanimously to approve payment.
- **Curator's Report:** Carolyn Small submitted the Curator's Report⁹ via email March 20, 2019.
- **Scholarship Committee:** Linda Fulda reported that the committee includes Sally Wilkinson, Judy Gagnon, herself and Nancy Latham.
- **Membership Report:** Deb Dugas sent information in an email¹⁰ with total membership names of 187 and fourteen former members who have not yet renewed. Postcards sent to potential new members have brought seven new families. Five renewals are due in April and nine are due in May.
- **Programs:** Kathy Kenny is currently scheduling and contracting for presenters for 2020 Lecture Series. 2019 and 2020 are planned with nine programs each. The plan is to have nine programs annually (Dec/Jan/Feb NO PROGRAM). There is a sign placed in front of the fire station advertising the next program date. There has been a request for more flyers that advertise the program schedule. Current programs through Nov. 2019 are held at the community room at the new fire station. Kathy also spoke to the woman who does the graphics as discussed last month and told her we are currently scheduling for 2020.

- **CHS Building Committee:** Linda Fulda and Carolyn Small attended the first meeting of the town committee. Five architects have been asked to submit plans for a new building layout attached to the library and they should have them back within the next 6 weeks. The plans will include an elevator, storage area and work area. Jensen Baird is the firm used for the fire station. When possible the minutes or synopsis of meetings will be shared. **NOTE: Linda Fulda emailed a list of scheduled meetings for this committee**¹¹

It was reported that Sevee & Maher emailed Carolyn and would like to purchase the lilacs on the current CHS site for \$120.00. Linda will respond after checking with Bill Shane, Town Manager. Linda will also request that the ramp/entrance in the rear of the building be left open for moving of collections and furniture during our transition. **March 22, 2019 email update from Linda Fulda**¹²

- **Bicentennial Committee:** Linda Jensen and Carolyn Small attended a meeting last week in Hermon, Maine about planning Maine's Bicentennial celebration. A link to an online site was shared – www.MaineMemory.net/bicentennial. There were four representatives from Cumberland who attended (Thomas Bennett and Dale Hahn). Each county in the state was represented. The next meeting of the Bicentennial Committee will be in April. There will be a high school contest to design the Bicentennial Logo. Carolyn shared a booklet "*A Community Guide to Commemorating Maine's Bicentennial*"¹³ and "*Creating Maine Statehood: A survey in recognition of Maine's Bicentennial by the Maine Historic Preservation Commission*".¹⁴
- **CHS Preparations for the Move:** The "packing and stacking" continues. Jack Glatter (local book dealer) took some of the books. Other items that were not specifically relevant to Cumberland have been deaccessioned. During discussion about items in need of repair it was suggested that we could hold a fundraiser for a specific project.
- **Collection Policy:** It was agreed that the proper title will be "Collections & Accessions Policy". The wording in paragraph two needs to be changed. There was discussion regarding items loaned 6 months to be returned unless otherwise stated. Steve Moriarty will reword the draft and send it out for review. The loan policy would be the duty of the Curator with Board Approval. **Email dated 4-3-19 included the updated policy for review.**¹⁵
- **Memorial Day:** Judy and Debbie will have a table/booth at the Greely High School campus during the Memorial Day Parade. There will be lemonade and cookies as well as small American flags available with a donation jar. They will use a CHS banner and this will be a goodwill opportunity and a chance to remind the community of our presence. There is a chance to have retail items available for sale as well. Judy will order the mini American flags.
- **Fundraising:** Judy Gagnon reviewed the items brought to the board and has narrowed down six items that she is pursuing. These items would have a Cumberland theme (not specific to only the Historical Society) and would be sold by the Historical Society in our retail shop as well as at table sales at various events. Some items would feature the outline of the state of Maine with the word "HOME" along with the zip code "04021". There was discussion that Cumberland US mail also has other zip codes for Cumberland Foreside. There has been interest in having a table at the summer Farmers Market as well as at the Cumberland Fair. The six items are: (1) a canvas, zippered tote bag (2) baseball style cap (3) picnic blanket (fleece on one side and water-repellent on the other

side) (4) wooden cutting board (5) stemless, etched wine glasses (6) coffee mug. Other suggestions included set of 4 coasters with historic sites featured, kid-friendly items, a children's book, magnets, pennants and postcards. Permission was given to Judy to go ahead and continue her research as well as to order items when the designs are finalized.

- **New Resident Orientation Meeting** – Town will hold this event on Tuesday, May 7, 2019 from 6 to 8 pm at the Town Hall. Judy & Deb volunteered to provide a booth representing the Cumberland Historical Society. This will be an opportunity to advertise the upcoming Scavenger Hunt on May 17th, the Memorial Day event, the Lecture Series and sell retail items.
- **CHS Brochure:** Linda will have her daughter, Leigh, print up new CHS brochures. The current one needs to be pulled from all locations, since they are outdated. **Email dated regarding content of updated brochure.**¹⁶
- **Meeting adjourned at 8:10 pm**

The next meeting will be held at the Town Hall on Thursday, April 18, 2019 at 6:30 pm

Respectfully submitted by
Deborah Dugas
Secretary

Attachments:

¹ Email sent from Deb Dugas to the BOD 3-20-19 with Building move Notes

² Updated BOD contacts

³ Collections Policy with suggested changes

⁴ Cumberland Crier site changes needed

⁵ Sandy Nickerson letter 2-20-19

⁶ Sandy Nickerson letter 2-25-19

⁷ Treasurer's Report

⁸ Account deposits log

⁹ Curator's Report email

¹⁰ Membership Report

¹¹ CHS Building Committee email 3-21-19 from Linda Fulda

¹² Plantings email 3-22-19 from Linda Fulda

¹³ "A Community Guide to Commemorating Maine's Bicentennial"

¹⁴ "Creating Maine Statehood: A survey in recognition of Maine's Bicentennial by the Maine Historic Preservation Commission".

¹⁵ Email dated 4-3-19 included the updated policy for review.

¹⁶ Email dated regarding content of updated brochure.