

Cumberland Historical Society
June 21, 2018

Board of Director Meeting
Minutes

Attendance: Brian Jensen, Sandy Nickerson, Margery Gruber, Carolyn Small, Pete Wilson, Nancy Latham, Betsy Huston. Absent: Linda Fulda.

Call to Order: The meeting was called to order at 7:05pm by Brian Jensen, Vice Chair.

Approval of Minutes: The minutes of the 17 May 18 meeting and enclosures were approved unanimously.

Treasurer's Report:

1. Discussion of Enclosure (1). From the period February 28, 2018 through June 21, 2018, the CHS spent approximately \$4422. This included the one-time major purchases of a laptop and desktop computers (\$2471). The revenue amount of \$7954 includes a one time cash infusion of \$5k donation from TD Bank in recognition of Leigh Fulda's volunteerism. Ending cash for the period is \$15,147. Added to this amount is \$29 in Savings and \$4248 in a Money Market; the CHS has approximately \$19424 on hand. This does not include the CD at Atlantic Federal Credit Union currently valued at \$71,566.
2. The end of the year inventory and Cash on Hand Report are due. Nancy and Betsy will take the lead.
3. Annual Income Sheet, Balance Sheet, Sales Tax Report to be done in July by Pete.
4. Need W-9's from Kathy Kenny, and Jacob Newcomb (Vintage Baseball Speaker)
5. Pete will not be at July 19th meeting, but will provide Financial Statement.
6. Reinvestment of CHS CD maturing on 21 June. Board voted to rollover the total amount of the CD. There is enough cash on hand and this will help to keep it consistent in future discussion of CDs (this one plus the two the Town holds... the Sweetser bequest and the Merrill bequest). Betsy Huston volunteered to negotiate the term and rates with the credit union.

Curator's Report: Enclosure (2)

Membership Report: Brian reports there are now 163 members.

Gardening Report: Enclosure (3)

Old Business:

1. *Scholarship Update:* Information is included in the Curator Report. Winning essays have been posted on web site.
2. *Computer Update:* Brian reports both computers are up and running; now just need to use them. Back-up hard drives have been purchased and are in use.

3. *Approval of Curator PD.* (Enclosure 4). Carolyn reviewed and updated the PD that Linda Fulda had presented at the last meeting. Approved by Board unanimously. PD will be included in the Policy Manual that Margie is working on.

4. *Quilt Appraisal.* Kathy Kenny will be taking one quilt at a time to her home for the assessment. She will pick up the first on 23 June.

New Business:

1. *Seacoast Museum Proposal.* Tabled for discussion at next meeting.

2. *Dates for General Membership Meeting and Upcoming Meetings.* Margie had listed the Board meeting dates for the upcoming summer meetings on the agenda incorrectly. The correct dates are: 19 July and 16 August (both on Thursdays). Thursday 20 September was added as a BOD meeting. Board meeting will continue to be held at the Historical Society. Program nights will be held at the Fire Station beginning 20 September (Note: This needs to be confirmed).

The General Membership date was discussed. Some felt in order to maximize attendance, the General Membership meeting should be combined with the Program event on 24 October (Vintage Portland Glassware). In the past (but not last year), the general membership meeting had been combined with a program meeting. It was suggested that this be discussed with Kathy Kenny since she already has been working on a slate of programs for this year and 2019.

An agenda item for the General Membership meeting is to elect a new slate of Board Members per the By-Laws. A discussion then ensued about who from the current Board membership would be willing to serve again. Brian said that neither he or his wife, Lynda, would. Nancy said she wouldn't because she is gone 3 months in a row in winter. Sandy indicated she would if she was needed. It was suggested that each member of the Board try to find another possible member for the slate. Margie said she would contact Kathy Kenny. Comments were made about finding "new blood". Some thoughts about that were that "new blood" is good for new ideas/energy. On the other hand, there is also a need to keep institutional memory alive with senior members.

3. *Update Meeting with town Finance Committee on 31 May.* (Brian had to leave when this discussion ensued).

Margie reported that the draft minutes were reviewed by all who attended the meeting, but there was no response yet from Bill Shane, Town Manager. She will enlist the help of the Finance Committee chair to get Bill's input. Except for correcting the spelling of a name, the minutes stood as recorded. (Note: Since that meeting, Bill Shane has reviewed and approved the minutes except for two name change spelling corrections. The final of the minutes were sent out to all participants at that meeting on 23 June 18). It is important for all to read the minutes of this meeting, because it clearly spells out that the Town will bare the expense of the proposed move, there will not be any expense to the town taxpayers, and that the CHS can choose how to use the Sweetser and Merrill bequests in support of the project (i.e. contingency for the project, purchase of display units, furnishings, equipment).

Further discussion, was tabled until the next meeting. In the interim, if any Board member has questions that need to be asked of the Town, they should be directed to Linda Fulda as chairperson, who will direct the questions to the Town Manager.

The Town plans to start work on the Bicentennial this fall. The Capital Campaign for the projected move of the CHS will be part of their tasking. Hiring an architect to render a drawing will be a top priority for fundraising. This cost will be an expense of the Town as noted in the 31 May 18 minutes.

Time is of the essence. It will be important for the CHS to have consensus "sooner than later". With this in mind, perhaps the general membership meeting should not be combined with the program event, and should be an independent meeting with a presentation on the proposed move (pro/con) and a vote by the general membership?

Tabled for further discussion at the next meeting.

Adjournment: The meeting was adjourned at 8:20pm

Next Meeting: Next meeting will be Thursday 19 July.

Submitted:

Margery Gruber
CHS Secretary

Note: Minutes approved 21 June 18 Board Meeting

7-21-2018

CHS
Treasurer Report
Feb 28, 2018 → June 21, 2018

① Cash	checking	Savings	Money Mkt	CID
At Feb 28	11,615	29	4246	71,401

Written Checks	Smeg, N. Wilson garden supplies	46.27	2230
	Insurance	688.00	2231
	Dell Computer	1,252.25	2232
	Laptop pc	1,219.32	2233
	MAINE Ass Museum (Don)	35.00	2234
	Acid free boxes	430.47	2235
	Kathy Kenney Program	62.98	2236
	Jacob's Newcomb program	75.00	2237
	Supplies card	12.66	2238
	Boxes	106.63	2239
	Boxes	22.15	2240
	Scavenger refreshments	33.10	2241
	2nd grade books	299.82	2242
	Cameo program	43.19	2243
	Coffee (Linda)	44.76	2244
	Postage (Carol)	50.00	2245

Speaker fee - Braball
Atlantic Credit

Sub total 7,193

Revenue/receipts	<u>7,954</u>	0	2	165
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Ending cash	<u>15,147</u>	<u>29</u>	<u>4,248</u>	<u>71,566</u>
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② CID Propose we re-invest \$50k

Balance to checking
②A At 6:30 we need: cash on hand & inventory of goods for sale

③ Annual Income Stmt, Balance Sheet, Salary return to be done in July.

④ I have to get W-9's from Kathy Kenney & Jacob Newcomb

⑤ If you'll have me, I'd like to continue as Treasurer.

⑥ I won't be at 7-25 meeting, but I will provide F/S. ^{weekly meetings} _{don't want to}
Enclosure (192)

Account Summary

Options	Edit					
Actions	Account	Type	Number	Available	Balance	
Deposit Accounts						
	BUSINESS SAVINGS	Savings	XXXXXX1711-S00	\$3.98	\$28.98	
	DICK SWEETSER MEMORIAL	Savings	XXXXXX1711-S61	\$0.00	\$0.00	
	ALBERTA HAYNES MEMORIAL	Savings	XXXXXX1711-S62	\$0.00	\$0.00	
	MONEY MARKET SHARE	Savings	XXXXXX1711-S72	\$1,748.48	\$4,248.48	
	BASIC BUSINESS CHECKING	Checking	XXXXXX1711-S71	\$15,147.01	\$15,147.01	
	1 YEAR SHARE CERTIFICATE	Certificate	XXXXXX1711-S11		\$71,565.70	
	maturity 8/21/2019					
Deposit Accounts - Sub Total:					\$90,990.17	

Account Summary Total

All Accounts Total: **\$90,990.17**

Atlantic FCU, PO Box 188, Brunswick, ME 04011
 For assistance, please call 207-725-8728
 Routing and Transit number — 211287560
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[Atlantic FCU Website](#)

Your savings are federally insured up to
 \$250,000.00 by the National Credit
 Union Administration, a U.S.
 Government Agency.



Additional coverage up to \$250,000
 provided by Excess Share Insurance
 Corporation, a licensed insurance
 company.



- Current time is 8/21/2018 3:27:23 PM - 0 - W1 -

Enclosure 2 (3/2) #1

CUMBERLAND HISTORICAL
SOCIETY

BOARD OF DIRECTORS MEETING - June 21,
2018
CURATOR'S REPORT

To the Board of Directors:

1. The eight second grade classes finished their Cumberland Historic walks, complete with the visit with "Captain Reuben Blanchard" in the person of his great-great grandson, Chester Blanchard. On one of the walks, Superintendent Porter of MSAD#51 joined us.
2. Program Director, Kathy Kenny, has put together an impressive array of programs for the next year. The first two, one about the history of baseball and information on the vintage baseball teams, and second one, a fund-raiser, featuring Kathy's "crazy quilts" and 1790's school teacher, Penelope Martin. Each had 39 attendees. The next two will be on old photographs on June 27th and a Jerry Wiles discourse about Eleanor Roosevelt on July 25th. We have been meeting, thus far, at the Town Office Council Chambers, but, starting in September, Kathy has secured our meeting place at the Community Room at the new Cumberland Fire/Rescue Station.
3. Gifts/donations: Prince Memorial Library Director, Thomas Bennett, contributed the historically themed display panels located in the hallway at the Town Office to us. Connie Sweetser donated a set of colonial style cast iron fireplace cooking vessels, a 1902 Sturdivant family reunion photo, and a couple of antique medicine bottles from the Sweetser farm. Karen Andreasen Bennett donated 1965 and 1967 Greely Shield yearbooks. There may be more coming, but she has to find them in her attic. The Wilson family, in the persons of Brian and Lynda Jensen, donated some items from the N. B. Wilson store and home on Morrison's Hill in West Cumberland. The items were; a small cream can with an embossed brass name plate with the name N. B. Wilson on the neck, a trunnel from the attic of the homestead, and three square-headed rafter nails that appear to be hand wrought. A donor, who asked to remain anonymous, placed \$50.00 into the beanpot at the Election Day table. Thank you letters have been sent to all of these donors.
4. Cumberland Historical Society received six applications for the scholarship award. This year there were two Greely seniors, each receiving \$500.00, who were presented with this award. The recipients were Jenifer Spencer and Madison Rawnsley, and their essays were included in the June newsletter. Congratulatory letters were sent to both. Thanks to the Scholarship Committee for their diligent work with this project.
5. We secured an information table on Election Day at the Town Office. As a result of this effort, we collected over \$500.00 with the sale of nine Sweetser books, membership renewals, new memberships, a raffle, and general "beanpot" donations. We were able, also, to tell people about the Society, and had interesting and informative conversations with many. It was well worth the thirteen-hour stay. Thanks go to Linda Fulda for helping me with this assignment.
6. Lynda Jensen, Laura Willis, Nancy Latham, and Linda Fulda have delicately and meticulously worked on measuring and archivally storing three very large 1857 canvas Cumberland County maps, and one State of Maine 1862 map, that we received a couple of years ago from Deb Dugas. It was a painstaking job, as the maps are in very fragile condition. They are now safely deposited in the vault. Hopefully, this will be a future restoration project.
7. Monday mornings are usually busy with the following activities:
 - a.) Lynda Jensen and Linda Fulda have set about organizing the vault and getting items put into proper archivally correct boxes or folders.
 - b.) Nancy Latham continues to do research on a variety of things.
 - c.) Laura Willis is getting various newspaper articles and obituaries organized.

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- d.) Accessioning continues with whomever is willing to do it.
- e.) Sandy Nickerson has ended her work on accessions, and is devoting her time now to the gardens, grounds, front doors, and window boxes. Also, thanks to her persistence, the Town Maintenance Crew pitches in on occasion. Bribing them with morning goodies helps!!
- f.) Betsy Huston fills in and does whatever else needs to be done.
- g.) On our second and fourth Saturday Open Houses, Brian and Lynda Jensen are in the process of entering the accessioned items into the computer. When not working on that, those of us who are in attendance do the "meet and greet" with folks who stop in to visit.
8. The Scavenger Hunt outdid last year's thrills and chills. Even those who did not win had a great time, and many look forward to next year's event. Both Judy Gagnon and Deb Dugas are already working on it. These two very resourceful young women deserve a huge round of applause for their inventive plots, imaginative clues, and innovative stratagems with this program.
9. We hosted an Open House at the museum on Memorial Day in conjunction with the Memorial Day Parade and monument ceremony. Many guests came to visit before and after the parade.
10. Thanks to the industrious work of member Leigh Fulda, Cumberland Historical Society received a \$5,000.00 check in her honor from her employer, TD Bank. TD Bank has a program entitled TD Bank Employee Volunteer, by which they honor their employees who do volunteer work for any non-profit organizations of the employees' choice. Leigh volunteers for many, but chose Cumberland Historical Society for this generous gift. Thank you letters have been sent to both Leigh and TD Bank.
11. I conducted an interview with Bruce Jordan and Barbara Jordan Smart, children of Ted Jordan, who built and owned The Log Cabin Store. Our conversation was based on the store, and their lives around it. The interview remains in rough draft form at the present time, but will be formally typed up and accessioned at some near future point.
12. I had a luncheon meeting on Friday, June 17th with Katie Worthing from Yarmouth Historical Society, Jim Cram from Freeport Historical Society, Larissa Vigue from Brunswick's Pejepscot Historical Society, and Katie Murphy from North Yarmouth Historical Society at Yarmouth Historical Society. As our towns each were part of Ancient North Yarmouth, it was hoped that we could individually and collectively do some interesting things for the Maine Bicentennial in 2020. We all brainstormed a whole bunch of ideas and will meet again in September at Pejepscot.
13. In May I contacted Jonathan Carpenter, Town of Cumberland Maintenance Superintendent, about the possibility of moving our flagpole. When the flag has to be at half-staff, it tends to get wound up in the electrical wires coming into the museum, and/or droops in an unseemly manner. This not only is disrespectful to the American flag, it is a fire danger. Neither situation is good. We did meet, and discussed the situation, but will probably not move it. If the flag is lowered just a little bit, it does not create this potentially dangerous situation.
14. I applied to Libra Foundation about acquiring a grant to get the Merrill painting cleaned and restored. I anticipated an answer by the end of May, but since their Board did not meet until this month, I hope to hear from them soon.
15. Nancy Latham and Betsy Houston, with a little help from me, have been delving into the minutes books of Cumberland Historical Society in an attempt to locate any and all references to the Paul Merrill and Harland Sweetser trust funds given to Cumberland Historical Society, in order to solve the mysteries surrounding the both of them. We would like to get to the bottom of where the legal paperwork involving both, particularly the Merrill one, have seemingly disappeared from the Town Office. The Merrill fund was supposed to be placed in the care of the Town Office, but nobody there can locate that important

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paperwork.

16. The first of this summer's bus tours was held today. As this report is being written before it has happened, there will be no information until the next Board meeting.

Respectfully submitted,
Carolyn F. Small, Curator
Cumberland Historical Society

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June 20, 2018

2018 CHS Gardening Update

Jackson Small has built the Society a nice new window box that has been painted and put up with the help of Jonathan Carpenter. A collection of annuals have been planted and are doing well. Other new plants are in the ground and some of the old stand bys have been moved around. The lilacs are in the process of being pruned and now it's just the summertime work of upkeep and watering.

Please stop by and see all the new things that are happening inside and out.

Respectfully Submitted,

Sandy

Sandy Nickerson, Gardner

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Curator

Job Summary

Responsible for preserving important documents, artifacts, and objects, including paintings, photographs, stamps, sculptures, coins, and other objects of historic worth relevant to the Town of Cumberland, Maine.

Primary responsibilities

- Direct and oversee museum operations and events.
- Arrange, catalogue, and exhibit collections at various places, including museums, schools, Cumberland Town Office, Prince Memorial Library, Cumberland County Fair Exhibition Hall, and neighboring towns.
- Maintain collections with conservators.
- Acquire important documents for storage or display.
- Clean and maintain documents and objects using special techniques.
- Catalogue and analyze valuable objects for researchers.
- Coordinate educational and public outreach programs, including workshops, lectures, and tours.
- Research topics surrounding the collection.
- Handle records and documents of potential value.
- Handle objects with cultural, biological, and historical significance.
- Administer museums and historic sites.
- Direct the acquisition of collections.
- Negotiate and authorize the purchase, sale, exchange, or loan of collections.

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- Authenticate, evaluate, and categorize specimens.
- Oversee research projects and educational programs.
- Actively participate in fundraising and public relations.
- Write and edit grant proposals and journal articles.
- Attend meetings, conventions, and civic events.
- Work in a specialty field such as art, or history.

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