

Cumberland Historical Society
May 17, 2018

Board of Director Meeting
Minutes

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

Call to Order. Chair, Linda Fulda, called the meeting to order at 7 pm at the Historical Society Building.

Approval of Minutes: The minutes of the 15 March meeting were approved after the correction of changing Linda Wilson to Linda Jensen. Note: A meeting was not held in April. In lieu of, at the invitation of the Board, the Town Manager, Bill Shane, addressed the Board on his vision for the future of the Historical Society Building. All were in attendance except Margery Gruber and Betsy Huston. No minutes were taken at his presentation; the handout the Town Manager provided addressing the Merrill and Sweetser Funds are at Enclosure (1) and (2)

Treasurer's Report. No report given since Treasurer absent. A discussion ensued about the Merrill and Sweetser accounts. The Chair of the Board was invited to meet with the Town Finance Committee to get to the bottom of this issue. Linda extended the invitation to any other Board members who would like to attend. The meeting is at Town Hall on Thursday, May 31, at 8:30 am

Curator Report: See enclosure (3). Carolyn also mentioned that there are 10 teams signed up for the Scavenger Hunt. She also acquired a table for Election Day on June 12th for membership solicitation.

Membership Report: Brian reported there are 12 new members. Based on last count 3 months ago, that brings current membership to approximately 136 members.

Garden Committee: See Sandy's report at enclosure 4.

Old Business:

a. *Scholarship Update.* Subcommittee is meeting at 3pm at Linda Fulda's home. Six (6) essays were submitted for consideration.

b. *Program Update.* Next program is the fundraiser on Wednesday, 23 May at 6:30 at the Town Hall. The program will focus on Victorian Quilts by Kathy Kenny with a nod to Penelope Martin...local feminine hero who established a school for girls in Cumberland in 1790. A \$40 ad was placed in the Shopping Notes to see if it would garner additional attendance. It was suggested at sign-in at the event, attendees note where they heard of event.

c. *Computer Update.* Computers are here and working. Next step is to train people on how to use them, decide who has access to what, decide who can enter what data into them.

d. *Resurgence Update.* Linda reported that the Town Manager indicted that the town was going to "fire" Resurgence for not issuing a report after over a year's time of them starting their evaluation of the CHS building.

e. *Policy Manual.* Margie promises that she will work on this over the summer and have ready for review in September.

New Business.

a. *Position Description... Curator.* Through research Brian had been doing on the internet, he had suggested in an email that perhaps "Registrar" may be a better description than the use of the title "Curator" for the work Carolyn is doing. After discussion it was decided that "Curator" is still the best description of the job and that it falls in line with how other local historical societies describe this position. Linda had found a description for "Curator" on the America's Job Exchange Website. See enclosure 5. It was agreed that Carolyn would review this job description as a basis to update the Curator description. She will bring an updated version to Board members for final review and then it will be included in the Policy Manual.

b. *Discussion of Future Town Vision of CHS/Board Vote.* This discussion had started earlier in the meeting with the discussion of the Merrill and Sweetser investments. It was agreed that at the upcoming meeting with the Town Finance Committee, the Town Manager's "Vision" that he presented at the April 14th meeting with the Board, would also be discussed.

c. *Expenditure of Funds for Quilt Appraisals.* For insurance purposes the Board voted to expend \$300 to pay for the written appraisal by Kathy Kenny of 6 quilts that the CHS owns at a cost of \$50 each. Margie suggested that digital pictures of the quilts be included in the contract.

Adjournment: 7:00pm

Next Meeting: June 21st at 7pm at the Historical Society Building.

Minutes submitted by:

Margery Gruber

Secretary

Alyssa C. Tibbetts, Esq.
Jensen Baird Gardner & Henry
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(207) 775-7935 (Fax)



From: Heather Perreault [mailto:hperreault@cumberlandmaine.com]
Sent: Tuesday, March 27, 2018 11:03 AM
To: Alyssa C. Tibbetts
Cc: William Shane
Subject: Cumberland Historical Society - Merrill bequest

Good morning Alyssa,

Some questions have come up regarding investments that the Town is holding to benefit the Cumberland Historical Society. The questions circle around who controls the investments, what can be spent, on what, and who decides that, etc.

These are the facts as I know them:

1. Cumberland County Credit Union CD
 - a. I have ***no*** documentation regarding where this came from, other than the mention in a letter of a \$28,000 bequest from the widow of Harlan Sweetser, which may or may not be relevant. If it is relevant, then it appears it may be restricted to use for facility operating and maintenance costs. Other than that, I have no documentation regarding who "owns" this, if it is restricted, if principal can be spent or only earnings, or where it actually came from.
 - b. Principal of \$28,000? \$50,000? For many years, this has been handled as a principal amount of \$50,000
 - c. Interest from the \$50,000 investment is distributed to CHS
2. Paul Merrill bequest at TD Wealth
 - a. I have a copy of a draft court order from Bernstein Shur that outlines the intent of the bequest
 - b. The bequest was made to the Town of Cumberland
 - c. To provide for facility operating and maintenance costs of whatever facility the CHS inhabits
 - d. The original principal of the bequest was \$50,000, which by the time it was distributed to the Town had grown to \$ 62,930.42. Currently it is invested in Treasuries and similar vehicles, with a market value at 2/28 of about \$72k
 - e. The original principal of the gift is not to be spent at any time, just earnings/interest.

Thanks for your help,

Heather L'Hommedieu Perreault, CPA
Director of Finance, Town of Cumberland
290 Tuttle Road, Cumberland, Maine 04021
207.829.2205

From: Alyssa C. Tibbetts <ATibbetts@JBGH.com>
Sent: Friday, March 30, 2018 11:05 AM
To: Heather Perreault
Cc: William Shane
Subject: RE: Cumberland Historical Society - Merrill bequest

Hi Heather,

I don't have any actual historical knowledge about any of these issues, but here are my thoughts after reviewing the documents and doing a little research. I initially wondered why the Town would be holding these funds, as the Cumberland Historical Society was formed as a nonprofit corporation in 1975 and remains in good standing. However, I understand that the Town donated the building to the Historical Society, but retained ownership of the land and a right of reverter of the building. That had not actually occurred at the time of these bequests and the money was to be designated to the building, which the Town owned, so it makes sense that the funds designated to operating and maintenance costs of the facility were entrusted to the Town.

Although there is no documentation related to the \$28,000 bequest from Christine E. Sweetser, the letter from Paul Merrill suggests that the intent was to originally establish an investment fund consisting of both gifts: \$50,000 from Paul Merrill and \$28,000 from Christine E. Sweetser. However, that doesn't appear to have actually occurred based on the structure of the funds as you have described them.

I think the intent was that both would be used in the same manner, but the probate order only actually relates to the \$50,000 Merrill bequest. The will of Harlan H. Sweetser states that his entire estate went to his wife Christine E. Sweetser. It appears that he died in 1976, but I did not find any probate records for Christine E. Sweetser. So, I don't know if the gift was made during her lifetime or following her death and whether there were any specific conditions related to that. I would have to do some more research at the probate office since nothing was recorded. I think this is an open question as to whether these funds are restricted in the same way as the Merrill bequest. However, my best guess is that the principal of the CD should be \$28,000. I don't see anything to suggest that would have been more.

As to the Merrill bequest, I could not locate a recorded copy of the probate order, have you checked the Town's records for the July 13, 1987 Council meeting to see if that was included there as referenced in the 1987 letter from Paul Merrill? If not, I will take a trip to the probate office and see what I can find. It would be good to confirm that the draft order was actually adopted as presented. That order is really the governing document with respect to the management and use of the \$50,000 Merrill bequest.

I think the statement in Paul D. Merrill's letter that the \$50,000 Merrill bequest was intended to be "placed in a fund to be invested by the Town Manager on the recommendation of the Treasurer of the Historical Society for the exclusive benefit of the Society" is the clearest direction in these documents regarding how to manage this money. The draft order states that the original \$50,000 principal amount should be directed to a segregated trust fund, the income of which shall be used for the general operating and maintenance costs of a facility to be used for the Cumberland Historical Society, and that the principal shall not be invaded for any purposes. Obviously, the account had a greater value by the time it was actually invested, but I think the reference to principal relates to the \$50,000.

Please let me know if you would like to discuss this further and if you would like me to do some more research at the probate office, or if you are able to locate anything in the old Council records.

Thanks,
Alyssa

CUMBERLAND HISTORICAL SOCIETY
BOARD OF DIRECTORS MEETING – May 17, 2018
CURATOR'S REPORT

To the Board of Directors:

1. Felt's Mill sign: there was a meeting with a committee on Thursday, March 1, 2018 to make decisions about the proposed installation of the Felt's Mill sign requested by Richard and Diane Dennison. The project has been approved. A mill was erected in the 1700s at the gully on what is now Route 88, just north of the Town Landing Road, on land owned by George Felt. Mrs. Dennison is a descendant of George Felt. The sign will be installed soon, at the end of Town Landing Road.
2. Program Director, Kathy Kenny, has put together an impressive array of programs for the next year. The first, a great one about the history of baseball and information on the vintage baseball teams, was met with great approval. The next one is Wednesday, May 23, 2018. It is a fund-raiser, featuring quilts and 1790's school teacher, Penelope Martin.
3. Gifts/donations: we recently received the following: a trunnel, a square headed rafter nail, and a two-quart cream can from Lynda Wilson Jensen and the Wilson family. These items came from the N. B. Wilson Store and home on Morrison's Hill. Thomas Bennett, Prince Memorial Library Director, donated the set of beautiful "Around Town" panels that were on display at the Town Office this past winter. Thank you letters have been sent to all of these donors.
4. Margie Gruber worked diligently on the Second Grade Historical Society Walking book, and had it printed. It was very well received by the second grade teachers at Mabel I. Wilson School, MSAD #51 School Superintendent Jeff Porter, and the Cumberland Historical Society. We have not yet received a reaction from North Yarmouth Historical Society. Thank you, Margie for this effort.
5. 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, including the history of the Cumberland Fair, which will be celebrating its 150th anniversary in three years.
 - c.) Laura Willis is getting various newspaper articles and obituaries organized.
 - d.) Accessioning continues with Anne Wilson Dionne lending a hand.
 - e.) Sandy Nickerson has ended her work on accessions, and is devoting her time now to the gardens, grounds and window boxes.
 - f.) Betsy Huston fills in and does whatever else needs to be done.
 - g.) On our second and fourth Saturday open houses, Brian Jensen, with the help of Lynda Jensen, is in the process of entering the accessioned items into the computer. When not working on that, we do the "meet and greet" with folks who stop in to visit.
6. Gardening and grounds activity by Sandy Nickerson and the Town Maintenance Crew has begun, and the Historical Society gardens and grounds are looking mighty fine.

7. The Town Maintenance Crew also climbed up into the front (original) attic, and hauled out all the items stored there. Some of this stuff was in bad shape, and thus discarded, while other items can be restored and have been put on display.
8. The Scavenger Hunt is tomorrow evening, and the two coordinators have promised another exciting event.
9. We will host an Open House at the museum on Memorial Day in conjunction with the Memorial Day Parade and monument ceremony.
10. I attended the Girl Scout Gold Star Award ceremony with Erin O'Donovan and her family at the Waterville Opera House. The building and the ceremony were both very impressive. Erin is the young woman who put together the "Cumberland Schools Through the Years" project to receive this award. Congratulations to her. I presented her with a Sweetser book as a gift for her hard work. She graduates this year from Greely High School.
11. The second grade walks have started the first being Friday, May 11. A new part of the tours this year is a visit from "Capt. Reuben Blanchard", reenacted in beard and costume by his great-great grandson, Chet Blanchard. He greeted the class in the Merrill/Congregational Church Cemetery at the graveside of Capt. Reuben. On one of the walks, MSAD #51 School Superintendent Jeff Porter and his Ad Min will join us.
12. We have received some items that were not relevant to the Town of Cumberland, and these have all been sent to the historical societies to which they belong. Thus far, most of these other societies have sent thank-you notes for our efforts.
13. I have contacted Jonathan Carpenter, Town of Cumberland Maintenance Superintendent, about 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. I have not heard from him yet, but expect to do so soon, and we can discuss what options we have to remedy the problem.
14. I applied to Libra Foundation about acquiring a grant to get the Merrill painting cleaned and restored. I anticipate an answer by the end of this month.

Respectfully submitted,

Carolyn F. Small, Curator

Cumberland Historical Society

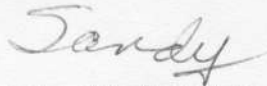
May 17, 2018

2018 CHS Gardening Update

I do think spring has finally arrived!!
A big thank you to the Parks Department for cleaning up a large amount of winter debris and getting the new mulch down. Looks great and many people have commented on how nice our area is looking. Thank you to Jonathan Carpenter for some long hours helping with this and also to clear out some of the hostas that had begun to take over. Our plants survived the winter very well and some have been moved around for a better display. We are in the process of acquiring a few more new plants this season. The lilacs are responding very well to the increased care they are getting and are showing a lot of new shoots.

We are off to a great season and will be planting annuals soon!

Respectfully Submitted,



Sandy Nickerson, Gardener

end 4

Curator

Job Summary

Responsible for preserving important documents, artifacts, and objects, including paintings, photographs, stamps, sculptures, coins, and other objects of historic worth.

Primary responsibilities

- Arrange, catalogue, and exhibit collections at various places, including museums, universities, governments, and zoos.
- 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, zoos, aquariums, botanical gardens, nature centers, and historic sites.
- Direct the acquisition of collections.
- Negotiate and authorize the purchase, sale, exchange, or loan of collections.
- Authenticate, evaluate, and categorize specimens.
- Oversee research projects and educational programs.
- Become an active participant in fundraising and public relations.
- Write and edit grant proposals and journal articles.
- Attend meetings, conventions, and civic events.

end 5