

CUMBERLAND HISTORICAL SOCIETY

OCTOBER 19, 2017

OFFICERS AND TRUSTEE MEETING

MINUTES

ATTENDING: Brian Jensen, Sandy Nickerson, Diana Copp, Margery Gruber, Pete Wilson, Linda Fulda, Nancy Latham, Betsy Huston, and Carolyn Small.

President Carolyn Small called the meeting to order at 7 p.m.

The Secretary's minutes of October 5, 2017, June 15, 2017, and May 3, 2017 were approved as presented.

Treasurer's Report: Pete Wilson, Treasurer. Sales tax updates have been done and filed. A draft budget for 2018 will need more work and input and will be discussed at the next board meeting. The Balance Sheet as of June 30, 2017 was accepted. Two proposals for insurance coverage of museum contents and members of the board were presented. A decision was made to go with the quote of \$700.00 through Averill Insurance. **(Note: \$747 vs \$700 as amended at 16 Nov 17 Board Meeting).**

Reports:

Membership: Brian Jensen stated that there are 153 members to date. The average yearly membership income is \$1530 with the average dues category of \$10.00. Establishing a life membership category was again brought into the discussion.

CHS President: Carolyn Small

1. \$180.00 was made from sales at the craft fair at Val Halla.
2. Two items were donated to the Society: a still life painting and a very old tin can from a former general store in Cumberland.
3. Bus tour of historical Cumberland was held on Saturday, October 14<sup>th</sup>.
4. CHS will have a table at the Town Hall on Election Day, Nov. 7<sup>th</sup> and will be at the Holiday Craft Fair at the high school gym on Sat., Nov. 18<sup>th</sup>... volunteers will be needed at this event.

New Business:

New Bylaws:

1. Board voted to grandfather the entire board during the transition year.
2. Board voted to appoint Carolyn Small as the Curator/Museum Director. Discussion ensued if the bylaws addressed if the Curator could also be a member of the board. It was decided that during the transition year the Curator/Museum Director could be a Director-at-Large, but not hold both the Chairperson of the Board and the Curator/Museum Director positions simultaneously.

3. Reset if the Board: The following were unanimously approved: Linda Fulda, Chairperson; Brian Jensen, Vice Chair; Pete Wilson, Treasurer; Margery Gruber, Secretary. Directors: Sandy Nickerson, Diana Copp, Nancy Latham, Betsy Huston.

Policy Discussion: Margery Gruber will collect all policy information and initiate the draft of a policy manual. This will be a living document meant to complement the bylaws and will be open to change and revision as needed. Betsy Huston volunteered to work with Linda Fulda on the Scholarship Policy. After the policy manual is drafted the board will review and approve the final policy manual. The policy manual will be useful for new board members to gain an understanding of how the board functions.

Meeting Dates: Dates for the next 6 months will be on the 3<sup>rd</sup> Thursday of every month except for December (no meeting in Dec.) and are as follows: Nov. 16, Jan. 18, Feb. 15, Mar. 15, and Apr. 19. Meetings will be at 7 p.m. at the Historical Society.

Old Business:

Computers: There is a need for updated programs for the computers at the museum as well as some technical assistance for an e-mail address for the Society. It was suggested that contacting the IT person at SAD51 or the Town for assistance might work.

Hole in Museum Ceiling: A hole in the ceiling of the museum happened when Spectrum and town employee Jonathan Carpenter installed the internet connections. Reminders have been sent to Chris Bolduc (town) as well to Jonathan Carpenter that this needs repair ASAP as insulation is falling from the ceiling into the modem/boxes.

CHS Website Link: Margery Gruber showed the board how to access the link on the Town's website to the Society's site. This information should also be included in the Society's newsletter as well as on the membership/information brochure.

CHS Brochure: Now that the Society has a link on the Town's website and a phone number, the brochure needs updating. Leigh Fulda will do this for us and new copies of the brochure will be done.

With no further business, the meeting was adjourned at 8:15 p.m.

Linda S. Fulda, Secretary