



Board Members (in attendance unless noted as absent):

Boas, Keith (2025)
DeMeis, Jane (2024)
Joslyn, Kay (2025)
Lee, Suzanne (2025)
McCormick, Lucy (2023)
Poray, Bill (2023)
Profitt, Vicki (2023) ABSENT
Slaybaugh, Nancy (2025)
Unckless, Jim (2024)
Wiener, Linda (2024)

Others Present

PHS Board of Trustees Minutes
October 25, 2022

A regular meeting of the Board of Trustees was held on October 25, 2022 at the Museum. The meeting was called to order at 6:58 by Trustee Nancy Slaybaugh.

Secretary's Report and Minutes. Suzanne Lee

Minutes from the regular meeting from September 27, were presented for approval. *All minutes were accepted on a motion made, seconded, and carried.*

Treasurer's Report. Linda Wiener

- The budget for 2022-2023 was presented for approval. *The budget was approved on motions made, seconded, and carried.*
- **Treasurer's report for September 2022** was presented as follows:

Balance sheet – Total assets and equity = \$168,068. Total cash of \$74,435 (an increase of \$2,840 from August).

Profit and Loss for month: Net income for September of \$17,568.

Profit and Loss actual compared to budget: Year-to-date through August 31, 2023:

Income \$46,520 compared to \$23,841 budgeted for 2022-2023 (89% of budgeted amount)

Expenses \$3,703 compared to \$17,949 budgeted for 2022-2023 (21% of budgeted amount)

Net Income \$17,568 compared to \$5,929 budgeted for 2022-2023.

September's Treasurer's report was approved on a motion made, seconded, and carried.

Linda is going to move QuickBooks to the online version.

We need to update the signatures at Lyons Bank. Linda will look into that. We are removing Bob Hunt and adding Nancy Slaybaugh. Suzanne Lee and Linda Weiner will remain on all accounts, and Vicki Profitt will remain on the gift shop account.

Linda is looking into moving some of our savings into a CD, as rates have gone up.

COMMITTEES

Website – Doris Davis-Fritsch

- No report.

Volunteers – Vicki Profitt

- September 27: I met with John Bowley to see how everything is going. October was a rough month for volunteer coverage with several people out-of-town or ill, but John was able to cover the shifts. He will take the lead on setting up and implementing the volunteer Zoom sessions in January and February. We are working together to get up and running on Square before the holidays.

Property – Vicki Profitt

- Nancy Slaybaugh asked Alberti Plumbing to look at the front toilet because it was running. Alberti replaced the gasket at no charge. Mike at Alberti recommended replacing, at the least, the pipes running to the hot water heater in the basement, as they are corroding. He estimates the hot water heater to be a minimum of 30 years old. Nancy and I have discussed it and I have added this to the Paul Feeley discussion list for the village:
 - Front door issues with closing and insulation
 - Replacement of hot water heater pipes and heater
 - Crumbling bottom section of steps leading up to the museum front door
 - Remediation of the foundation surrounding the program room. The lack of sealant is contributing to the paint bubbling on the walls
 - Repainting the program room
 - Gutter cleaning should be maintained by the village, not PHS
 - Revisit the idea of having the village clear the snow in front of the museum steps
 - Look into a second dehumidifier for the basement.

- Patty Beckwith of Greenbrier Garden Club requested that Paul Feeley send someone out to trim dead branches from the red bud tree in the back yard near the fence pass through. The branches were trimmed by the village on October 11.

Technology – Vicki Profitt

- Linda Wiener ordered the laptop and it arrived in October. Charles Profitt will configure it.

Thursday Morning Crew – Lucy McCormick

We started off the year on October 20 with 7 of 10 volunteers present. Jean Whitney and I had met prior the 20th to organize tasks for the crew. A list of tasks completed and tasks in progress is available. One new member joined us, Mary Ellen Capineri, after seeing the photo of Thursday volunteers. Mary Ellen retired and subsequently took 15 credit hours at St. John Fisher College for certification in Museum Archivism.

House Tour –Kay Joslyn

- Final Report of the 2022 House Tour, held on Sunday, October 2, 2022–1-5 p.m.
- Committee Members: Kay Joslyn, Chair, Nadine Fiero, Joyce Hawkinson, Elaine Lanni, Deb Mabry, Lucy McCormick, Maxine Nelson, Nancy Shadd, Sheila Tulloch.
- The homes were all on South Main Street: #199, 200, 203, 208, 209, 234.
- This was an interesting selection of homes, ranging from one built in the early 1800s to another built in 2014. A few houses have had considerable upgrading, while others are in their original state. There was great interest in the “green” house with its cement framework, reclaimed wood and geothermal heating/cooling system.
- There were about 325 attendees, which is about average for a house tour.
- Kay contacted the Fairport School District to obtain permission for parking at Brooks Hill School off Hulburt and the Dept. of Special Ed. on Baumer Place.
- The House Tour Committee will be meeting later in October to evaluate the tour. Suggestions will be made for the location of next year’s house tour.

Yuletide – Lucy McCormick

Response forms are coming in slowly, as they have in the past. The deadline for responses is Oct. 30. Currently, there are 10 donors and 15 items donated. This year items requested include gift cards, gift baskets, and monetary donations. Jane has sent out publicity for YT.

President/Director's Report – Vicki Profitt

Programs and Events:

- September 28 - Celebrating Perinton Ambulance presented by Chief Mike Hoskins at the ambulance base on Turk Hill Road. We sent a \$100 honorarium. 17 attendees.
- October 2 – The House tour was very successful. 84 memberships were processed, 57 were done at the museum, 25 at the library, 1 at Perinton Rec and 1 at the Farmers Market.
- October 10 – Fairport Historical Club held its meeting at the museum. 21 attendees.
- October 13 - Tracing our Roots Along the Erie Canal presented by NYS Canal Corporation employee Rebecca Hughes. On ZOOM; co-sponsored by Fairport Library. The speaker declined the honorarium. 48 attendees.
- October 18 - Discovering Artifacts from the Past presented by ROC Diggers at the museum. 68 attendees. Thanks to Bill, Lucy, Nancy and Suzanne for assisting in my absence.

Note: The ROC Diggers program underscores the importance of all of us sharing ideas with Vicki on programs when we see a good program opportunity/idea. It is difficult to continue to come up with fresh programming ideas.

- Upcoming - November 15 Bill Poray presentation and Yuletide Traditions kick off; November 16 Bill Poray presentation. Registration is required for Bill's presentations.

News:

- PHS did not enter a scarecrow into the Scarecrow Festival
- September 26 - The Strategic Planning Committee, chaired by Linda Wiener and Jane DeMeis, held its first meeting at the museum. Attendees included: Linda, Jane, Vicki, Cindy Zanni Bagley, Mary Ellen Capineri, Tina Gouveia, Pat Grace, Sheila Tulloch.
- October - \$500 donation received from Last Man Standing Club.
- October – We were notified by Harris Beach that Robert Shaw left a \$3,000 bequest to the PHS. I've signed the appropriate paperwork and the check should be received in the next few months.
- October 11 - I applied online for a \$500 donation from the Fairport Perinton Merchants Association.
- October 12 - The Strategic Planning Committee held its second meeting at the museum. Committee members brainstormed a great list of ideas. The goal is to formulate a series of questions that will be sent out in a survey.

Exhibits:

- No changes.

Collections:

- No news.

Gift Shop:

- Several people have requested the option to purchase the new Christmas ornaments and have them sent in the mail.
- One of the new trivets created by GRITWORX has already sold and I ordered an additional two.

Communications – Jane DeMeis

Publicity was sent out for the activities for October. We are now sharing our events on three different Fairport centered Facebook sites and Nextdoor, along with the local and state digital services. The Pennysaver has been finally publishing everything I send.

Wendy Mills did a great interview with Lucy and Nancy S. She will return to do an interview about Yuletide Traditions.

Here are the highlights of the plans for Merchants' Association's Home for the Holidays:

Proposed Schedule - Saturday, December 3 - 11am-6pm

11 am – Holiday Market opens

11 am -Noon – Entertainment – Liftbridge Lane West

11 am – Library Storytime @ Gazebo – Kennelly Park

Noon-4 pm – Entertainment – Kennelly Park & Liftbridge Lane West

2-5 pm – Horse Drawn Wagon Rides – Depart from Liftbridge Lane West

3 pm – Cookies – Kennelly Park & Liftbridge Lane West

4-6 pm – Santa's Arrival – Tree lighting - both trees

Fairport Gnome Homes - Family Activity - December 3-11

The Museum is hosting a Gnome house, and will have a craft and games on December 3 from 10:30-11:30 to bring families into the Museum. Suzanne Lee and Lucy McCormick are working on this. Joe DeMeis is available to play Santa at the Museum at this time.

Membership – Jim Unckless via email

- We have 89 more memberships than we did this time last year. Income from dues is up, although extra donations are down.
- 106 members from last year have not yet renewed. Postcards have been sent.

Historigram – Bill Poray

- The current issue is at the printer's. Folding will be this Thursday morning at 9:00.
- The deadline for the December issue is November 15. Please let Bill or Keith know if you are planning to submit anything.

Old Business

Strategic Planning

The process has started. There is a group of about 5 members, of various ages and backgrounds, who are working on a new plan for us. They have great energy and ideas. They will be hiring a consultant to help them with the process, and when they get further along, they will present a plan to the board.

Their next meeting is November 9.

New Business

- Holiday program on Dec. 6th – do we want people to bring a dessert to pass, or should PHS provide pre-packaged treats?
The board voted to supply pre-packaged treats.
- April 8, 2024 – there will be a total Solar Eclipse visible in upstate New York. People from all over the world will be here visiting. The Science Museum and others are planning events. We should work with the town to host something. Perhaps we can get a speaker around that time to give talk about eclipses.

Next meeting: The next regular Board of Trustees meeting is scheduled for Tuesday November 22nd at 7:00 pm at the Museum.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Suzanne Lee, Secretary