

Present:

Boas, Keith
Delehanty, Sean
Hunt, Robert
Poray, William
Profitt, Vicki
Unckless, James
Whitney, Douglas
Wiener, Linda
Wolf, George

Absent:

May, Patricia
Wild, David

Others Present:

Davis-Fritsch, Doris
Mkt&Web
Lanni, Elaine, House Tour
McCormick, Lucy, Trustee Elect
Suzanne Scheirer, Vol.
Coordinator

PHS Board of Trustees Meeting Minutes

August 26, 2014

Approved

A regular meeting of the Board of Trustees was held on August 26, 2014, at the Fairport Historical Museum

The meeting was called to order at 7:02 PM by President Robert Hunt.

Secretary's Report and Minutes. Doug Whitney

Minutes of the regular meeting of the Board of Trustees on June 23, 2014, were approved as submitted with the following correction: House Tour has selected 4 or 5 houses in the Roselawn "area", not Roselawn "Crescent".

Treasurer's Report. Linda Wiener

Dues for 2014-15 received on or before August 31, 2014 booked as accrued for 2014-15.

Treasurer Linda Wiener submitted her written report for fiscal year from September 1, 2013 through July 31, 2014, as follows: (1) balance sheet shows total assets and equity of \$111,448 (down \$541 from 4/30/14, and up \$12,728 from FYE 2013; (2) profit and loss for 09/1/2013 – 7/31/14 is a net gain of \$5,834; (3) total year to date income compared to budget total income projected for year was \$22,621 v. \$16,490 for the year or 37% over budget for the year; (4) total year to date expense compared to budget total expense projected for year was \$16,787 v. \$16,396, or 2% over budget for the year.

Goals for 2013-14 are as follows:

Set up online sales tax filing.

Determine inventory value and cost of goods for gift shop - August 2014.

Work with Museum Director to obtain grant funding.

Establish as a minimum quarterly meetings of the Finance Committee.

Encourage use of tax-exempt certificates for general purchases.

Treasurer's report was accepted and approved as submitted.

Finance Committee (Unckless, Wiener, Wolf) recommends transfer of \$5,000 from Money Market account to Rochester Area Community Foundation account. Motion to approve recommendation moved, seconded, and carried.

Linda presented proposed budget for 2014-15. Budget proposed by Finance Committee as revised, has a \$8 surplus. Presentation proposed budget. After discussion, motion to approve 2014-15 budget as revised moved, seconded, and carried.

Rochester Area Community Foundation has been granted PHS \$12,500 for audiovisual and technology development and enhancement. Kudos to Cindy Hunt, Vicki Profitt, and Linda for their work on the grant application.

Committee Updates.

Website. Doris Davis Fritsch

All goes well.

House Tour. Elaine Lanni

Annual House Tour will take place on Sunday, October 5, from 1-5 PM. 3 houses on Roselawn and 1 house on Cole Street. There will also be tours of a packet boat on the Erie Canal and the Museum will be open with old fashioned soap sales. 25 docents needed to staff with 2 shifts one from 1-3 PM and the other from 3-5 PM

Volunteers. Suzanne Scheirer

Has been filling volunteer assignments for 2014-15.

Will be sending out a reminder in the middle of each month reminding volunteers of their assignments for the succeeding month.

Property. Bob Hunt/ Vicki Profitt

Alarm system. Looking for help from Village of Fairport for hookup.

Furnace room needs to be cleaned out.

SUNY Brockport Volunteers. On August 23, 29 students arrived on a Sunday afternoon and completed their chores in 35 minutes. They worked diligently and well. Sign up again for next fall.

Lift Bridge 100th. Lucy Mc Cormick

100th anniversary was held on Friday, August 15. Program was good. Fostered another good connection between PHS and the Village of Fairport. Lift bridge celebration display prepared by Lucy will be at Fairport Public Library.

Float Committee. Bob Hunt

President Bob commended the 4th of July Float Committee for its great lift bridge float.

Scarecrow Festival. Lucy Mc Cormick

PHS will participate in the annual October scarecrow festival on Main Street.

Vice President/ Directors Report. Vicki Profitt

Community Wishbook. PHS is again registered in Community Wishbook.

Library Display. PHS will have 2 in September.

Channel 12

Vicki met with Ralph Morabito of Fact 12. He is very enthusiastic about FHM and wants to showcase it on local access TV.

2014-15 Programs.

Tuesday night membership programs are all lined up for 2014-15, and schedule presented. Meeting times have been changed from 7:30 PM to 7:00 PM for 2014-15.

September - December 2014

September 16. Bill Poray 100th anniversary of Main Street Lift

Bridge

October 5. Annual House Tour on Sunday afternoon from 1 - 5 PM
November 18. History of Music Boxes by Craig Smith
December 6. Christmas related with Christine Mott

Exhibitions. September - December

August -September. Collectibles on Parade. Wizard of Oz
October. Collectibles on Parade. Halloween cats and other Halloween/fall items.
November - December. Collectibles on Parade. Santa's and Snow Babies.

Giftshop.

Inventory being conducted.
Sales going well.

Membership. Jim Unckless

Member dues for 2014-15 received as of 8/19/2014 are 189 members for \$4,445 in dues.
Extra donations have been received but are not yet tabulated.

Historigram. Bill Poray

September issue is coming out

Scholarship. Bill Poray

Bill will meet with Dollars for Scholars about getting images of applicants.
Bill will go to FHS again this fall to publicize the program.
So far, some financial contributions have been received for 2014-15 scholarship funding from donors

Communications /Correspondence. Pat May

Wizard of Oz releases out.
September membership program (Poray on Liftbridge) will go out at end of August.
FHS Class of 1964's 50th reunion visited FHM and loved it

Old Business.

None

New Business.

Oktoberfest. Bob Hunt

Friday, October 5 and Saturday, October 6. We will pull beer for funds.

2014-15 Goals and Objectives. Bob Hunt

Some thoughts:

Curator job
Offer a college internship
Change Saturday hours for FHM
Inventorying and digitizing the FHM collation

Mobile Museum of American Artifacts. Vicki Profit

Vicki has been contacted by this group. It has a trailer that moves from place to place. It is looking to locate in Fairport /Perinton from September 22 - October 12. Looking for \$1,500 sponsorship plus a place to park its trailer. It thinks it would be good publicity for PHS and FHM. Discussion about the proposal. Proposal to make a \$250 donation made, seconded and defeated. Vicki will notify MMAA of our action.

Festival of Trees. Vicki Profitt

This is holiday fund raiser. Goal is to have 20 trees, 20 gift baskets, and 20 wreathes decorated for Christmas by donors. These would be auctioned through a silent auction. Biding would occur between Number 18 and December 12. After discussion, motion to approve Festival of Trees fundraiser for 2014 made, seconded, and carried.

Sean Delehanty. Bob Hunt

Sean will be leaving the Board of Trustees as of August 31. The Trustees all thanked Sean for his dedication and contributions to PHS and wished him well.

Gail Black.

Gail has resigned as volunteer coordinator after 14 years of service. Discussion about recognizing her. A proposal was made to annually honor an outstanding volunteer with the "Gail Black Volunteer Award", to be memorialized by a plaque in the Museum. Motion to approve the proposal made, seconded and carried.

Executive Session.

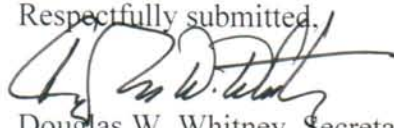
Proposal to close the open meeting and enter into executive session to review minutes of executive session regarding personnel matter, held on August 14, 2014, made, seconded, and carried, and the Board entered executive session. Executive session then closed and open meeting resumed. Proposal to ratify action taken by Board at its executive session on August 14, 2014 was moved, seconded, and carried.

Future Meetings.

Next regular meeting of the PHS Board of Trustees is on **Tuesday, September 23, 2014, at 7:00 PM, at the Museum.**

Motion to adjourn made, seconded, and carried at 8:25 PM.

Respectfully submitted.



Douglas W. Whitney, Secretary

Note: All Committee and other reports submitted are filed with these minutes.