



**Board Members :**

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

**Others Present**

Bowley, John

**PHS Board of Trustees Minutes**  
**March 28, 2023**

*No in-person meeting of the Board of Trustees was held on March 28, 2023; all reports were furnished via email.*

**Treasurer's Report.** Linda Wiener

No report.

**COMMITTEES**

**Colonial Belle Cruise 2023 – Kay Joslyn**

Nadine is interviewing a musician to play 60s and 70s music on the cruise. Kay will write an article for the May Historigram, and which can be used to invite the public to buy tickets.

**House Tour – Kay Joslyn**

The House Tour is October 1<sup>st</sup>.

The House Tour Committee sent out the first round of letters to homeowners on West Church St. The response deadline is March 30. To date, there have been 2 yesses and 3 nos. The next round of letters will be sent out this week. The goal is to get 6 homes for the tour.

**Website – Doris Davis-Fritsch**

Updated calendars, events, posted minutes, Historigram.

**Unique Visitors: 2022**

**Total: 25,481**

Unique Visitors: 2023

**Jan. – 2,914**

**Feb – 2371**

**Mar - 2569**

**Volunteers – John Bowley**

1. I successfully trained 23 Volunteers in March on the basics of using the SQUARE as a point-of-sale register. In April, I will monitor the general needs and try to train those who missed it. In May, I will train those who return from their winter vacations.
2. I will be meeting with Vicki and Linda to fine-tune procedures to ensure that all training/practice sales transactions do NOT impact the reconciliation of the total sales.

**Thursday Morning Crew – Lucy McCormick**

- The resource reorganization is progressing well. The National Registry properties notebook is complete, and the Civil War notebooks are nearing completion. The information on churches and schools is next in line.
- The website proofreading process has resumed.

**Strategic Planning Committee – Jane DeMeis**

The member survey was sent to the board for approval via email.

**Property – Vicki Profitt**

Museum cleaning was done the last week of March. Floors and stairways on both levels were cleaned and mopped, flat surfaces and window blinds dusted, glass on display cases was cleaned, all main-floor inside windows were cleaned, and all 3 bathrooms and the kitchen were cleaned. This is the first time in three years that this has been done.

**Ongoing Paul Feeley discussion list:**

- 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.
- The lock on the door to the basement stairs in the main entryway is not working properly.

## **Technology – Vicki Profitt**

- Nancy and Vicki are reevaluating PastPerfect for artifact management.

## **President/Director's Report – Vicki Profitt**

### **Programs and Events:**

- Tuesday, March 21 – Sharon Dwyer Buzard presented a program about Rochester artist Maud Humphrey at the museum. 66 attendees.
- Tuesday, April 18 – Fairport Historic Preservation Commission program at 7:00 pm at the museum.
- Saturday, April 22 – All Aboard the PHS Express – drop-in children's train events from 10:00 am-12:00 pm at the museum.
- Saturday, May 13 – Greenbrier Garden Club plant sale at the museum.
- Tuesday, May 16 – White Haven Cemetery Tour at the museum.
- Tuesday, June 13 – PHS Members Event from 6:00-8:00 pm at the museum.
- Saturday, July 15 – Colonial Belle cruise 2:30-5:30 pm. Open to the public.

### **News:**

- Tuesday, March 7 – Kay Joslyn, Nadine Fiero and I met to discuss the Colonial Belle cruise.
- Tuesday, March 14 – I met with Lori Galan regarding updating the PHS brochures.
- Tuesday, May 9 – Bill and I have scheduled two classes from Charles Finney School for a field trip.
- Tuesday, September 19 – I will be giving an "Interesting Women of Fairport" presentation at 2:00 pm at the museum for the Perinton Retired Women's Club.

### **Exhibits:**

- Upcoming – Nancy and I will revise the transportation exhibit before our April 22 event to include a full bay about trains and trolleys.

### **Collections:**

- Nothing new to report

## **Gift Shop:**

- Two garden flags from Anley.com have arrived. They feature the mule sculpture, lift bridge and box factory. The flags sell for \$16 each and flag holders are \$3 each. They are priced and already selling.
- Train items from Oriental Trading Company have arrived – engineer caps, red bandanas, train note pads. They are priced and already selling.
- Train items from Born Rail Products arrived this week – train whistles with the PHS logo and name, multiple styles of plush engineer animals (large bears, small wolves & raccoons), caboose banks, trains in a tin, three kinds of building block train kits. We are waiting on the Perinton Historical Society-printed bandanas to arrive to be placed on the large bears. Nancy and I will price and display the items on Tuesday.

## **Communications – Jane DeMeis**

Publicity was sent out for Maude presentation, the Historical Preservation Board's presentation, and the Children's Train event.

## **Membership – Jim Unckless**

- No report.

## **Historigram – Bill Poray**

- No report.

## **Old Business**

- **Updating membership forms and brochures:** the board agreed that we should outsource this work to get these updated before membership season is upon us. Vicki will work with the FPMA to find potential free or reduced-cost design help.

## **New Business**

- The Greenbrier Garden Club Annual Plant Sale will be May 13 at the Museum.
- **FPMA liaison:**
  - The April 8, 2024 eclipse plans are forming. The town will host an event as it can accommodate many people at the Community Center grounds. Schools will be closed. It was advised to purchase items your business/organization may want now, as they will probably not be available even in the fall.
  - Boater Bags and New Homeowner bags are being created to distribute.

- A Find Waldo activity is being planned throughout the village similar to the Gnome activity.

**Next meeting:** The next regular Board of Trustees meeting is scheduled for Tuesday April 25<sup>th</sup> at 7:00 pm at the Museum.

Respectfully submitted,  
Suzanne Lee, Secretary