



*Preserving History Today for Tomorrow!*

## PHS Board Meeting: December 16, 2008

### Attending:

Alliger, Joan  
Angevine, Catherine  
Davis-Fritsch, Doris  
Hickey, Nancy  
Keeler, William

### Keukelaar, Alan

King, Clark  
Lewis, TC  
Thomson, May  
Unckless, Jim  
Wolf, George

### Not Attending:

Cicero, Joe  
Delehanty, Sean  
Wild, David

The meeting was called to order at 7 p.m. George motioned to accept the minutes of Oct. 14, 2008, May seconded. All were in favor.

### PRESIDENTS REPORT:

Church Brick: Bill purchased and donated to the Society a brick from the Baptist Church's recent renovations. The church offered them to the public as a fundraiser.

### PROGRAM REPORT:

Jan.: The Jan. 6th program "Adventures in Toyland" will be hands on demonstration by Christopher Bensch, Vice President for Collections at the Strong National Museum of Play. This presentation is at the Library at 7 p.m. Registration is required.

Feb.: Jean Keplinger will present "Then and Now" focusing on the south side of the canal. Program will take place on Feb 17th at 7:30 p.m. location to be the Museum.

March: Scheduled for March 10. A suggested speaker would be Dave Schaeffer on the history of the Crescent Trail.

### TREASURER REPORT:

Accounts: May reported that there is \$2,175.26 in the checking account and \$6,181.16 in the Money Market. There is \$9,240.91 in the CD, the Community Fund balance is \$68,377.69 as of Sept '08 and the Grant Account has \$1,289.43 which represents two quarterly payments to date. Our total assets are \$87,264.45. George motioned to accept the treasurer's report as stated. Joan seconded and all were in favor.

Financial Audit: TC Lewis audited the yearend books and reported that all was in good order. He also explained some aspects of the Community Fund. We currently have been allocated 5% of the total balance in the account on a quarterly basis. For budget purposes next year, since the fund investments have gone down, we should estimate a total of about \$1,400. To date we have received two payments. For April, May, and June the payment was \$900. For July, Aug., and Sept. it was \$350 (total \$1,289.43). This is because the fund is below the adjusted net original value of \$72,500. They will not let the fund go below that amount and therefore will only pay out the amount the fund earned in a quarter. George motioned to accept the audit report as discussed. Alan seconded and all were in favor.

### COMMUNICATIONS:

Publicity: An article did not appear in the local paper last month. Joan followed up and found that many e-mails had been lost due to a computer problem at the paper. The D&C have been publishing the program articles.

Logo/Web Committees: Doris proposed that she contract with .Mac for space for our Website. The address is already registered, but if we are not able to work with that address she will register another with an .org URL. The server site would be \$100 yearly for one password protected area or \$150 for multiples. It was discussed that besides needing an area to host our site the Structure Committee needs a place to archive their work. The Committee currently is using Yahoo group site for sharing files and storage. This site is maxing out quickly. George moved that we go ahead and secure a hosting site with multiple password protected areas and register a new URL with a budget of \$155. Alan seconded the motion and all were in favor.

Doris indicated that she could design a basic site with software she has, but would still like to find an experienced Web designer to work with. She has several names of people to ask but has not followed up with anyone because of the lack of server space to host the site. Nancy gave Doris another contact that might be willing to work on site design.

Doris obtained quotes from Alphagraphics for printing of letterhead, business envelopes and the "Visit Us" flyer. For 500 letterheads, printed one color on a cream stock the cost would be \$67. 500 envelopes would be \$105. 3,000 flyers printed, printed two sided on the cream stock the cost would be \$137. Total spend on business documents would be \$309. Allan moved that we authorize Doris to print this quantity, and George seconded. All were in favor.

Next steps as far as development would be the proposed "Join Us" brochure which would be a folded brochure to fit into a #10 envelope, the membership form and dues envelopes.

#### MUSEUM REPORT:

Museum Lighting/Roof: The north side of the Museum has the new lights and ceiling fan installed and the ceiling has been painted. (it looks fantastic) The south side has been cleared and is ready for Fairport Electric to install the new lights. Next year Bill wants to take down the lights in the shop area and replace the fluorescent lights and paint.

Bill is in touch with the Village about the scheduling the roof repair. This is to take place in the spring. He would like to offer slates for sale with an engraved plaque as a fundraiser. He can make up a dozen or so and see if there is interest. More can be made up quickly. May suggested having an artist paint designs on them and make them hangable.

Then and Now: Bill reported that the book will be published April 6th. Arcadia is arranging for distribution. We are purchasing 300 to sell at the book signings, gift shop, etc.

Maps/Grand Opening: Bill has purchased maps from 1817 that show the proposed routing of the canal through the small settlement of homes that eventually became Fairport. These will be on display for the opening of the Museum on March 1st. The open house two years ago brought 70 people into visit. Doris suggested that we try to get someone to develop a "Treasure Hunt" like the scavenger hunt Jean Keplinger does for the 4th grade program, but one geared to families. If we find it successful to draw visitors, we might be able to do it one Sunday a month.

#### MEMBERSHIP:

Jim reported that we have 345 members which include 22 institutions. This makes a total of 509 members only 6 shy of last years numbers at this time of year. For a complete report, see attached.

MERCHANTS: We received a \$250 donation from the Merchants. May sent a thank you note to the board. Clark reminded us that we have an open house scheduled with them the last Sunday in March (29th).

#### HOUSE TOUR COMMITTEE:

Letters were sent to prospective tour homes in Oct. Nancy has begun calling the list. She has two confirmed; Thomas Klonick's offices and the Northern Nurseries of NY both on Pittsford/Palmyra Rd. Jim spoke to Susan Turner a resident of 30 Loud Road and she was interested. Nancy is having difficulty reaching her because of an unlisted number. The South Methodist Church will likely do it, they are checking with service schedules, etc. They would like to have a bake sale tour day. In addition the Wilcox's may do the tour and the Jensen's have declined. Joan has also offered her home for the tour.

#### STUCTURE COMMITTEE:

Progress with updating the 1976 Survey is slow. 36 of the 88 are complete, 39 are in progress and 13 are unassigned. Several committee members are having technical difficulties with the form and with sizing of photos. We plan to have a tutoring session to make everyone more efficient with the process. There are 7 members at this time.

The committee would like to ask permission to recommend the three properties that the PHS owns to be designated as landmarks. The committee will do all the research and documentation needed to present to the Preservation Commission. The proposed structures are the Outhouse (located behind Potter Memorial), the Trolley Stop (southeast side of canal, used for Dockmaster) and the Switching Tower (northwest side of canal, used as boat rental business). There was discussion on ownership and it appears that we only have documentation of ownership for the Outhouse. This idea was tabled until we can establish ownership. We also discussed briefly the voting booth that is on the Ewell property presumably owned by us with no resolution on what to do with this structure.

#### OLD BUSINESS:

Village Gateway Committee-the committee presented their recommendations to the Village Board at the Dec. meeting. Doris circulated several concept drawings and read the vision and goals to the group. To review the entire report, see attached.

#### NEW BUSINESS:

None discussed

NEXT MEETING: Doris motioned that she secure a warm location for our next two meetings. The motion was seconded by Jim and all were in favor. Therefore our next meeting is Tuesday, Jan 20th at 7 p.m. at the Village Hall Board Room, 2nd Floor (use back entrance), 31 S. Main Street, Fairport. The Feb. meeting which is the second Tues. of the month will be at that same location.

ADJOURNMENT: May made the motion to adjourn and Jim seconded it. The meeting adjourned at 8:40 p.m.

Respectfully submitted, Doris Davis-Fritsch