

# LITTLE FALLS HISTORICAL SOCIETY

Wednesday, October 5 2016

## BOARD OF DIRECTORS MEETING

**ATTENDING:** Heather Dawes, Jeffery Gressler, Scott Kinville, Robin Prinzhorn

**ABSENT:** Louis Baum, Esther Brown, Rocco Scarano

**GUESTS:** Josie Smith, Maryanne Terzi

### **1. SECRETARY'S MINUTES**

As one board member did not receive minutes from the September meeting, approval of the Secretary's minutes from 9/3/2016 is tabled until the November meeting.

### **2. TREASURER'S REPORT & 3. SEPTEMBER MEETING FOLLOW-UP**

Board members were provided with a copy of the Treasurer's Report for September, 2016.

Jeff clarified the three new items on the August Treasurer's Report:

Decals refers to the new Cheese Market, Ken Bagley will reimburse

Archive Rental refers to the new off-site storage for selected museum items

Sister City Dues will be reimbursed by Martin Babinec

Scott moved to accept the Treasurer's Report with the above clarification, Robin seconded.

The report will be placed on file.

#### Roof Assessment

Heather provided a written estimate for roof repair from Stan Bush dated 9/5/16. She said it has been at least 3 years since any work has been done on the roof. After a brief discussion, Scott moved to have Stan Bush repair the entire roof as per his estimate of \$1,150.00. Robin seconded, the motion carried. Heather will schedule the work with Stan and said it will include cleaning the drains if needed as well. Jeff thanked Heather for coordinating this project. A copy of the estimate will be placed on file.

#### October presentation and Open/Close flag

Robin said she is in contact with Mike Potter to set up the needed equipment for his October presentation at the WCA. She also checked into options for a new outside "OPEN" flag, passing around a copy of what is available. After a short discussion one was selected at a cost of \$19.01 plus \$4.99 shipping. Scott moved to approve the purchase if it can be displayed vertically, Heather seconded and the motion carried. Robin will complete the purchase as agreed.

#### **4. HISTORICAL SOCIETY/LFCSD PARTNERSHIP**

Dr. Keith Levitino, Leann Dooley and Maria Lindsay of the Little Falls Central School District will be at the museum today at 11:30AM to see the museum resources. Jeff said the joint goal is to include local history via the Historical Society into the curriculum, especially in light of the fact that NYS is re-vamping K thru 12 social studies curriculum, giving the Historical Society a unique opportunity to form a partnership with the school.

Jeff also said that Rocco received a quote for printing donation envelopes for local funeral parlors: \$240.00 for 500 plus a \$50.00 - \$100.00 set-up-cost. After a short discussion Robin agreed to explore creating our own envelopes, saving money and with the ability to print envelopes as needed. Heather suggested hand stamping envelopes. Jeff thanked Robin for her assistance with technical and print matters.

Robin and Heather clarified our non-profit status as a 501c3e (e signifying education).

#### **5. ELECTIONS & board member responsibilities**

Jeff spoke with both Esther Brown and Keith Davy who are stepping down after many years of exemplary service on the nominating committee. Louis Baum and Scott Kinville have agreed to serve as the new nominating committee. An announcement was made at the September 27<sup>th</sup> membership meeting to refer any interest and/or candidates for board directors to either Louis or Scott. Both Heather and Robin have expressed interest in continuing to serve on the board.

Jeff talked about the responsibilities of board directors, noting that he feels it important that they demonstrate support of Historical Society programs by attending events and functions. Heather said she tries to attend everything but family obligations sometimes conflict and when she cannot attend she asks Rusty to go in her place in order to keep aware of all Historical Society events and programs.

## **6. 2017 EXHIBITS and Xerxes Willard**

A brief and animated discussion about Xerxes Willard and the September monthly meeting presentation about him turned into an exploration of how to expand the cheese market exhibit to include Xerxes Willard. Some suggestions were: asking Dave Van Meter to help design an expanded cheese market exhibit, further research by a college student, having a Xerxes Willard day before the Cheese Festival, name something after him, possibly the old delivery lane behind the Copper Moose; Jeff said we need to explore these and other possibilities.

Scott talked about his idea of **“The History of Music in Little Falls”** to include things like the early bands, symphony, concerts, music shops, WLFH and attracting younger people to the museum. He feels there are many different ways to go forward with this theme.

Jeff said 2017 is also the 100<sup>th</sup> anniversary of the opening of the reconstructed Erie Canal, allowing for a side exhibit on waterways, bridges and locks.

Jeff discussed freeing space by taking down the city hall, hospital and train exhibits and bringing the Lock 17 exhibit into the main room. WWII, the Korean War, and Myjava exhibits could be downsized and moved to the Lock 17 space. He also said we should not take anything down until we know what will go in its place. Scott and Heather talked about freeing up even more space that the church benches currently take up.

There was a discussion about the dual theme of **“MUSIC and WATER”**. Jeff spoke with David Krutz about the possibility of creating a diorama of the Little Falls bridges, canals and river.

Scott said it could possibly include the train tracks.

Jeff said as we have a consensus about the theme of music & water for 2017, the specifics can come later.

## **7. MUSEUM HOURS FOR OCTOBER**

Jeff said it is time to change the museum hours. It was agreed we don't need to continue to be open six days but possibly go to a Friday/Saturday schedule with additional unadvertised open times if someone wants to work. He also said we should be open on Saturdays through October but the coverage has been lost. Jeff and Pat could take one Saturday, Anita can also do one and open it up to all docents. Staying open for Third Thursday's was discussed with Maryann Terzi and Anita working for Oktoberfest, October 20th from 3:00PM to 7:00PM. Jeff will forward this information to Louis who continues to organize the museum work schedule.

## **8. SIGNAGE FOR WARD SQUARE**

These signs will be covered under the Tinkler/VanHorn fund. Jeff conveyed the board's opinion on the size of the sign to Louis Baum. Louis would prefer the larger sign but with matching post colors, wood and stain to match the sign. Heather and Scott suggested tabling this agenda item until Louis can be present for a discussion.

## **9. CHRISTMAS IN LITTLE FALLS**

Jeff said that Christmas in Little Falls is scheduled for Saturday, December 10<sup>th</sup>. He also reviewed the past program for Benton Hall 4<sup>th</sup> graders. Final plans for both events will be made at the November meeting.

## **10. LUNCHEON – ROCCO + HEATHER**

Rocco got a \$135.00 charge for renting the Overlook for our Holiday Luncheon. A tentative date of Tuesday, December 6<sup>th</sup> at 12:00 noon was agreed on. Also discussed was recouping all or part of the rental cost between attendees and the Historical Society. Jeff asked Heather to work with Rocco on hiring a caterer. Suggestions for menu items were made.

## **11. OFF SITE STORAGE**

This site is working out well, two full truckloads of carefully selected, inventoried items were re-located after the September board meeting. There is still plenty of space and it can accommodate large items. Heather said to make sure accession numbers are recorded for each item relocated and asked about off-site insurance coverage. Jeff said he will contact Dave Reed about the insurance. There no environmental controls, but it is a dry, safe storage area. He would like to spend some time after the November meeting to consider additional items for off-site re-location.

## **12. OTHER**

Heather expressed concern about the way photographs and newsprint articles are now filed. They should be filed separately due, in part, to different storage needs of each; they should not touch. She also said there are archival envelopes that can be used to store and protect photographs. Jeff agreed that we should take the extra step to safeguard the photographs as currently filed by using archival materials and he will let Gail and Missy know that these materials are available for their use. Jeff noted that the changes in the files were made to simplify the system and make it easier to file and locate information.

## **Adjournment:**

Scott moved to adjourn the meeting, Robin seconded. The meeting adjourned at 10:50 AM.

*Next meeting: Wednesday, November 2 at 9:30 AM*

*Submitted by:*

*Anita Dulak, secretary*