

## **W-PHS Annual Meeting**

**November 6, 2019 7:35-8:17PM**

### **Pultneyville Reformed Church**

Meeting Called to Order by Nan Hance, President at 7:35pm following Harvest Dinner and Entertainment by Gatesingers YouTheater members.

Attendance: 48 members

#### **Welcome Comments by President: Thank you to-**

- YouTheater for entertainment
- Hospitality committee for set up and clean up
- All the “great cooks”
- Pultneyville Reformed Church
- Charlotte for the Slide Show

#### **Year in Review- Nan Hanc, President**

This year I am going to mention highlights and new things accomplished this year. A full detailed report is available in hard copy from Jackie at this meeting or you can request she email you a detailed copy.

#### *Highlights and new things accomplished:*

- 4<sup>th</sup> grade walking tour in June-plans to expand to grades 5-8 and 9-12
- Revised Gates Hall Use Agreement
- Trolley repaired- Hoffman Foundation Grant and in-kind contribution by Reaper Customs
- First in a series of fundraising concerts held in Sept.- Roc City Bell Ringers
- Homecoming-twice the number of vendors in open air market place, we had a certified NYS Farm Market License and could have wine and beer testing, added demo of Rug Hookers of the Finger Lakes & demo of Wayne County Historic Sites and wagon rides around the community
- Established Phase II Fundraising Committee for revitalization of Gates Hall- beginning to put a plan together for fundraising-will include first annual golf event June 29, 2020 under leadership of Nan Vanee with assistance from Joe Koslowski and Bob Zeman (Sodus Bay Golf Club)
- Membership growing-27 new memberships in 2019 to finish year with 112 individual membership and 40 business memberships
- New exhibits- 1857 melodeon, new display of the Minnehaha, new framed portraits (Brewer, Wraites), Aron Brewer blacksmiths shop
- Gift of new outside benches (Daniel Kuhl)
- Collections Committee received of 30 new items- new member added to committee (D Montando)
- Program schedule expanded to include September and October programs
- October 14- cider pressing held and tour of Gates Hall for the community
- Produced a play about Gates Hall-“She a Grand Old Dame” (Irene Bierer)
- Recruited 2 out of town family members to play spirits in the cemetery tour
- Grew program attendance from average of 40 to over 90 at several program due to increased communications and use of Facebook
- Hosted a book signing over July 4 weekend which drew over 30 persons

### **Gates Hall-Phase II Project Update- Dave Frohlich**

Dave described the components included in Phase II and projected costs.

- New Roof (40K) and fix sagging ceiling (17K)
- Mezzanine (40K)
- Handicapped Accessibility (60K) and bath (40K)
- Air Conditioning (20K)
- Painting exterior and interior/ lighting interior/exterior (no estimate to date)

Dave commented if we sought grants most would require; we raise 1/3 of the total costs.

### **Gates Hall- Phase II Project Update Fundraising- Cheryl Kline**

In Phase I (basement) funds raise through community solicitation and no grants were involved. In Phase II the following components are planned:

- Community Outreach
- Grants
- Corporation donors
- Special events (example Golf tournaments planned for next year June 29)

There is a fundraising committee with membership from the community and they have met twice.

### **Election of Officers**

Cheryl Kline, Chair of the Nominating Committee presented the following slate for officer positions and gave background of the candidates.

President -2 Year Term: Nan Hance, Vice President- 1 Year Term: Florence Doyle, Corresponding Secretary- 2 Year Term: Linda Perkins

A motion was made by Dave Frohlich, second by Julie Sorrels to accept the slate presented. No discussion was offered on the motion and no additions were added to the slate. Vote: Unanimous (48) for the slate presented. New officers congratulated.

### **Volunteer of Year Award**

The 2019 Volunteer of the Year Award was awarded to Dottie Howland, Program Chairperson “for her dedicated service and extraordinary effort in presenting interesting and educational programs on behalf of W-PHS throughout the years”.

### **Treasurer Report on Finances- Debra Parts**

The treasurer briefly reviewed account balances.

### **Adjournment**

There being no further business, the meeting adjourned on a motion by Dave Frohlich and second by Bill Sorrells at 8:17pm with all in agreement.

Respectfully Submitted,

Jackie Walker Recording Secretary 11/7/2019

**Attachment: W-PHS Annual Report Officer and Committee Detailed Reports**

**W-PHS 2019 ANNUAL REPORT**  
**OFFICER AND COMMITTEE DETAILED REPORTS**

**PRESIDENT- NAN HANCE**

- Facilitated Educational Partnership with Williamson Central School District which began with 4th Grade Walking Tour in June 2019. Also met with district in October to begin planning for the 2019-2020 school year to expand partnership to include to Grades 5-8 and 9-12 in late Spring. Appointed Kim Garlock as the W-PHS Education Partnership Liaison between school district and historical society.
- Wrote monthly “*From the President*” Articles for inclusion in 2019 W-PHS Newsletters
- Facilitated, negotiated and revised Gates Hall Use Agreement in concert with W-PHS Building Chair and Gatesingers President
- Expanded Program Schedule with Program Chair to include September and October Programs Launched Series of Gates Hall Fundraising Benefit Concerts with first concert on September 29<sup>th</sup>2019 by the ROC City Ringers
- Facilitated the repair of the W-PHS Trolley by Reaper Customs funded by a grant from the Hoffman Foundation
- Attended Bi-monthly Wayne Historians Organization (WHO) Meetings
- Attended annual Museum Association of New York Conference in Cooperstown for two days in April made possible by a grant from the Pomeroy Foundation
- Chaired 62nd Annual Homecoming Celebration in July 2019
- Chaired 2019 Homecoming Raffle and solicited 5 prizes ranging in value from \$500 - \$2,500.
- Solicited Sponsorships for the Homecoming 5K in the amount of \$1,750.
- Solicited and appointed W-PHS Audit Committee of three new volunteers
- Appointed Chair of Gates Hall Fundraising Committee for the revitalization of Gates Hall and solicited members to serve on this committee
- Drafted 2019 W-PHS Goals
- Organized, promoted and hosted Book Signing at W-PHS for “Shipwrecks of The Great Lakes” which featured the work of Roland Stevens. The book signing attracted a number of new visitors to the W-PHS house on 4th of July weekend
- Arranged for a meeting with Sharon Lilla, Grants Consultant, for the purpose of discussing the inclusion of NYS Grants in the Gates Hall Phase II fundraising plan
- Along with Building Chair traveled to Geneva to meet with NYS Senator Pam Helming to lobby for political support for fundraising efforts to support the

revitalization of Gates Hall

- Recommended and met with Building Chair and Todd Labarr, President of Watch Dog Building Partners and Construction Management, regarding Todd's involvement to compile a Scope of Work Plan to be sent out to contractors for bids and his oversight of work to be completed in Phase II of Gates Hall Revitalization Plan. As a result, Todd, being a member of our community, is donating these services as an in-kind contribution to the project.
- Recruited Karen Ensman Seyfried as Gift Shop Coordinator
- Reorganized the role of Publicity Chair into a Communications Committee reporting to the Communications Chair and recruited several new volunteers to serve on this committee
- Organized and Hosted Members Open House in June 2019
- Coordinated and met with several donors interested in donating items to the W-PHS Archives
- Recruited Candidate for Nomination and Election to the Office of Vice President

## **VICE PRESIDENT- CHERYL KLINE**

### **GATES HALL FUNDRAISING**

A Committee made up of W-PHS Members and selected Community advisors has met twice to scope out possible Fundraising efforts for Gates Hall.

Fundraising efforts will include:

- A direct appeal to the Community, with the goal of kicking this off at the Annual Meeting in November. It is anticipated this will be an Annual Fundraising event, initially to meet the immediate structural needs, but ultimately a source of funds to sustain the structure for the future.
- A professionally done Video and Brochure were discussed and are being explored by Nan H. These could be used in various ways to educate and promote the need for support.
- We will need Corporate support and key contacts need to be identified.
- Grant Funding sources are being explored. NY State Grants are a complicated option; the on-line registration process is being pursued, but it is not clear that this is our best option for outside funds. So far two people anticipated to be possible Grant Writers for W-PHS are not available. We anticipate that we will be eligible for some Foundation Grants.
- A Golf Tournament Fundraiser at the Sodus Bay Golf Club is being planned for June 29th 2020. This has the potential to become an annual event.
- Other fundraising activities are anticipated to be integrated into the Calendar of W-PHS Events.

## **FINANCE COMMITTEE- DEBBIE PARTS, TREASURER AND CHAIRPERSON**

Working under the 2018 approved Financial Standards, the Finance Committee met in September with Joe Crispino, our representative from Wells Fargo, to review our investments. Because we are appropriately diversified and conservative in our risk, no changes were made. We also reviewed our endowment policy at this time and it was suggested that a formal review is needed to consider an amendment that would allow more access to endowed funds. Quarterly sales tax returns and Form 990, the required tax return for non-profits, were properly filed. The committee will also meet later this month to prepare the 2020 operating budget. We finally had the IRS change our name on its records. An audit committee was established that will be responsible to review the financial reports from 2019 and submit a report to the Board of Trustees with their findings.

## **CORRESPONDING SECRETARY- LINDA PERKINS**

Various forms of correspondence have been sent throughout the year, such as thank you notes for donations & thanks for support for various Historical activities and programs. Letters of caring and sympathy have also been sent to those in our community.

## **RECORDING SECRETARY- JACKIE WALKER**

Minutes taken for each Board meetings, reviewed by President, distributed to Board members, posted on web site and filed. Reports compiled for annual meeting, copies available for members, posted on web site and filed.

## **MEMBERSHIP COMMITTEE- JIM AND KATHY MCCAIG, CO-CHAIRPERSONS**

2019 has been another year of growth for membership. We welcomed 27 new memberships (16 individual memberships and 11 business memberships). We finished the year with a total of 152 memberships (112 individual memberships and 40 business memberships).

We began our membership campaign in October of 2018 with an e-blast to all members to renew their memberships. An article was sent to local newspapers and an announcement was posted on Facebook regarding our fall membership campaign. We sent letters to new residents to introduce ourselves and included a W-PHS membership form. We sent letters to former W-PHS members inviting them to come back as members. Calls were made to local businesses with a follow up letter and membership form mailed to them.

Throughout 2019, W-PHS members have actively sought out new members. It is through these individual contacts that our membership grows. Additionally, we believe that the large public attendance at W-PHS monthly programs and community events, the increased following on Facebook, and the educational collaboration between W-PHS and Williamson Central School District have brought an increased public awareness of the great things offered to our community by the Williamson-Pultneyville Historical Society and has had a positive impact on membership growth.

## **EXHIBITS COMMITTEE SUE- JANE EVANS, CHAIRPERSON**

The WPHS House was open for visitors on Friday, Saturday and Sunday afternoons from June 14–October 14, 2019. Although there were fewer names in our guest log than in some past years, there

were interested visitors throughout the season. Generous volunteers were available to welcome guests on every day the house was open.

We added several items to our exhibits for 2019.

A display of items associated with the boat “Minnehaha” was prepared and mounted by Susan and Craig DeNagel.

In our display concerning Anti-Slavery and Abolition activities in Williamson we added emphasis on visits to Gates Hall by Frederick Douglass.

We welcomed a fine 1857 Etsy melodeon as a gift from Barbara Bush. This instrument was owned by the Gaylord, Beal, Jennerich and Bush families and is typical of those used in 19<sup>th</sup> century homes.

We exhibited large framed portraits of former resident Sara Cole Brewer, wife of blacksmith Aaron Brewer, and Thomas Wraites, husband of Sara’s niece (adopted daughter) Nora Cole. With the portraits we hung pictures of the Brewers’ large cobblestone blacksmith shop which stood on Lake Road in Pultneyville.

In addition to our regularly scheduled open hours, the WPHS House hosted a WCSD administrative workshop. Several participants returned to visit the exhibits at later dates.

We welcomed school district employees for a walking tour of Pultneyville.

We received a very welcome gift of sturdy new benches for our yard from Daniel Kuhl. Daniel designed and built the benches as partial completion of the requirements for his Eagle rank in the Boy Scouts of America program.

#### **COLLECTIONS MANAGEMENT COMMITTEE- LENORE YOUNGMAN, CHAIRPERSON**

- The committee accepted over 30 items which an 1857 Etsy Melodeon, Brewer family portraits, minutes of East Williamson School Board, autographed copy of photo of composer Gorskalk to Throop. We accessioned items and met with several donors.
- Updated collection procedures and policies manual.
- Reorganized iconographic collection separating photographs by year and accession number and updated the inventory
- Added a person to committee and oriented them
- Updated map and lists of collection holdings of archived information and posted them.
- Members attended several webinars on collections procedures
- Irene Bierer, a committee member produced play “She’s a Grand Old Dame” using materials from archives which was presented to the public in Gates Hall in October.

#### **PROGRAMS COMMITTEE- DOTTIE HOLLAND CHAIRPERSON**

The following were the 2019 monthly Programs:

- February 6 - Annual Dutch Dinner/Bill Walvoord -Walvoord family talk-Pultneyville Reformed Church-6:30 PM
- March 13- Golden Books Illustrator Eloise Wilkin, Her Williamson-Pultneyville Connection/Kim Iraci- 7825 Jay St./Dawes Home-7 PM

- April 3- History of East Williamson Fire Co./Gary Dick-EWFC, 6329 E. Townline Rd.-7 PM
- May 1-The Albright Family -Early Pultneyville Settlers/Liz Albright-Gates Hall-7 PM
- June 5-Shipwrecks and Treasures, Captain HN Throop, the St. Peter and Beach Finds/Teddy Garlock et. al., Gates Hall-7 PM
- August 7 Annual Picnic/Brief History and Tour of Gates Hall/"Andrew Cornwall"aka Dan Montondo and Dave Frohlich-Pultneyville Church Pavilion/Gates Hall
- September- 4 NY 111th Vol. Regiment-From Cowards to Heroes/Dave Malgee-Gates Hall-7 PM
- Oct 2 "She's a Grand Old Dame", original drama - brief history of Gates Hall- Gates Hall 7 PM
- October 14 Cider Pressing W-PHS House and Gates Hall Open for tour
- November 6- Harvest Dinner & Annual Meeting-Pultneyville Reformed-6:30 PM

### **HOMEcomings VENDORS- LINDA PERKINS, COORDINATOR**

We more than doubled the amount of last year's vendor spaces at Centennial Park with a total of 45. The weather that day, unfortunately, reached over 90 degrees, and caused a few to cancel... but the activities continued on and once again, our Homecoming event proved a great success.

### **GARAGE SALE VENDORS- LINDA PERKINS, COORDINATOR**

Garage Sale was held in in September: There were a total of 12 vendor spaces, which matched last year. It was a perfect day, weather-wise, with many home sales participating, as well. Pie sales were very high.

### **CEMETERy TOURS- KATHY FEDICK, COORDINATOR**

Held on OCTOBER 18<sup>TH</sup> AND 19<sup>TH</sup> 2019: 2 evenings, 4 tours, each tour was well attended. Life's were presented by:

- **Richard C Browne 1907-1959-** Peter Browne and Nan Vanee
- **Horaito N Throop 11/10/1807-8/6/1884** his wife **Mary Ledyard 8/7/1814 -2/29/1888-** Eric and Toni Baller
- **Adrian Contant 1849-1919-** Peter Evans
- **Chester A Peters 4/17/1919 – 3/16/2016-** Bert Peters
- **Aaron Brewer 1/4/1831 – 3/13/1899-** Rick Brewer

We had a good number of visitors at Gates Hall for donuts, cookies, apples and cider following the tours. \$630 revenue was collected from the tours.

### **COMMUNICATIONS-SANDY ZEMAN, CHAIRPERSON**

#### *Publicity*

- Press releases went out to 30 plus media outlets and numerous Facebook pages for the large events, such as Homecoming, 5K, Garage Sale.
- All programs and events were sent out to a media list.
- Sent out 34 email campaigns/e-blasts to members.
- Outreach to NYS allowed W-PHS to become a designed NYS Farmers Market at this year's Homecoming and provided the ability to offer wine/hard cider/whiskey tastings at Homecoming.

- Open Air Marketing Place: Selected 150 vendors as potential vendors and created a “drip email campaign,” which entailed periodic reminders to vendors to sign up.
- Grew participating vendors to approximately 45 from 25.
- With publicity, monthly program attendance grew from 40 to 90 attendees.

The top 5 performing emails as reflected by the “open rate” (percentage of those recipients who actually opened the email) are as follows:

- 1. March 2, 2019. Initial Homecoming invitation to vendors. Open rate of 73.7%
- 2. August 22, 2019. Initial Community Garage Sale. Open rate 71.1%
- 3. April 14, 2019 May Program (Jan Albregt) 67.7%
- 4. July 28, 2019 Summer Picnic 66.9%
- 5. Tied between Oct 24th 2019 email for Harvest Dinner at 66% and August 21st email for September Program (David Malgee will present a program entitled "Cowards to Heroes: The 111th New York Volunteers from Harper's Ferry to Gettysburg") also at 66%.

*Website*

- Updated calendar for W-PHS programs and events.
- Updated “Our Business Partners” listing as required.
- Posted W-PHS newsletters on the website.

*Facebook*

Attended W-PHS program/events to take photos and posted the photos on the historical society Facebook page. Publicized upcoming programs and events on the W-PHS Facebook page.

Facebook Posts (Nan Hance & Charlotte Buehler) January 1-October 30, 2019

Posts 171 Images 154 (Some posts included multiple images), Videos 5

	# Of People Reached	# Of Post/s
1-100	1	14
201-300	40	27
401-500	31	15
601-700	6	9
801-900	7	7
1,001-1,500	15	4
2,001-3,000	1	1 NYS Path Through History!!

*Newsletter*

During 2019, six newsletters were sent electronically to all members (business and regular membership).

**GRANTS- SANDY ZEMAN -GRANTWRITER**

The Hoffman Foundation awarded a \$900 grant for restoration of the trolley. The work was completed by Gerry Walsh of Reaper Customs in time for the Homecoming parade.



## PROPERTY COMMITTEE- DAVE FROHLICH, CHAIRPERSON

### Re: Planning for Phase II Remediation of Gates Hall

- Met with Board members on various occasions to provide briefings on various aspects of exploratory work on Gates Hall Phase II project
- Worked with Passero Engineers&Architects to develop remedy for deficient roof and ceiling support structure and roof replacement including costs estimates.
- Worked with Bero Architects to develop options for Handicap accessibility to Gates Hall including cost estimates.
- Met with representatives of Leo J Roth for consultation/ obtaining estimates for A/C and roofing and ceiling support remedies for Gates Hall.
- Met with President and Tod Labarr construction manager of Watch Dog regarding his involvement with Phase II
- Have advised all involved parties: Passero, Bero, Leo J Roth Mark Quinlan Electrical Contractors to coordinate and flow all activity through Tod Labarr, construction manager
- Met with painting contractor Mark Neal and did on site review of scope of work for interior and exterior painting of Gates Hall
- Met with Mark Quinlan, electrical contractor for initial walk through and reviewed scope of work for Gates Hall Phase II lighting improvements.
- Met with lighting advisor from Maynards Electric (Patti Kapelewski) to select suitable lighting fixtures for Gates Hall lighting improvement project
- Met with Mark Quinlan and Peter Kembolowski of Crosby-Brownlee to review scope of electrical/lighting work to explore possibility of incorporating "Energy Efficiency" components **which could qualify for** off balance sheet financing and no capital out lay on our part. Have scheduled follow on meetings to develop greater detail.
- Have contacted John L Hommedieu and will establish regular information sharing process to keep Gatesingers regularly informed of activity/progress on Phase II.

Responded to heating failure in Gates Hall resulting from Gatesingers operating error. Restored heat to building and arranged for system to be protected from future mishaps by having anti-freeze installed in hot water heating system.

Worked with President and John L Hommedieu to revise Gatesingers Use Agreement

Obtained cost pricing for fire proof file cabinets for archives.

Worked with Sue Jane Evans to identify and label circuits for electrical panel box as per code requirements.

Met with President, Sharon Lilla, Michael Collins for planning session on fund raising including obtaining NY State grants

Along with N Hance traveled to Geneva to meet with NY State Senator Pam Helming to lobby for political support for fund raising activities.

Met with Sue Jane Evans after early morning meeting at WPHS House regarding loss of heating. Arranged service call and had equipment repaired. Determined thermocouple failed and have recommended we install anti- freeze in system to prevent freeze up in event of reoccurrence.

Worked with Sue Jane Evans on Exit sign lighting at WPHS House. Determined existing Exit signs have no battery backup. Am researching suitable replacement units for all signs at WPHS House and Gates Hall.