

W-PHS Minutes
October 28, 2019
7-9:50 pm

Call to Order

Roll Call of Officers and Standing Committee Chairs – Recording Secretary

Present: Nan Hance- President, Cheryl Kline-Vice President, Debbie Parts-Treasurer, Dottie Howland-Program Chair, Jackie Walker- Recording Secretary, Jim McCaig & Kathy McCaig-Membership Co-Chairs, David Frohlich-Property Chair (7:20pm), Sue Jane Evans- Exhibits Chair, Sandy Zeman-Communications Chair and Grants, Lenore Youngman- Collections Management Chair, Linda Perkins-Corresponding Secretary

Absent: Perry Howland-Ex Officio Trustee Charlotte Buehler-Communications Committee member

Guest: Jamie Sonnevile

Reading and Acceptance of September 23, 2019 Board Meeting Minutes

The minutes re unanimously accepted on a motion by Lenore and second by Jim.

W-PHS Technology Proposal Jamie Sonnevile

The purpose of the presentation was to give an overview of how technology can be used to meet the needs of the Society. The assumption for the presentation was that the society would have internet access. Key points: ocr scanner would allow paper archives to be scanned into a data base and be accessible through computer access. ViewSonic board (touch screen) could be used for presentations. Wireless network benefits described. Office 365 benefits described. Need to have new computer, monitor and printer(laser).

ItClix is a woman owned business and through UBE program can have access to reduced costs. General cost projection 10K.

Homecoming Review and Discussion (20 Mins)

General discussion points: Homecoming netted approximately \$2300. 74 volunteers were necessary to carry out the event. In view of revenue netted, and effort required, what parts of homecoming were successful, what parts should be revisited? Key consensus points: have festival in one day, integrate music concert on sun into Saturday, parade is too costly-delete parade, continue to have cars on display, continue with quilt show possibly. **Next Step: Nan to meet with homecoming group to get their feedback and bring the board's feedback to the group.**

Reading of Correspondence – Corresponding Secretary

Sympathy and thank you cards were sent per the next step in the last meeting minutes.

Reports of Officers

President - Nanette Hance

PHONE CALLS: 7

Tracey O'Hara from WCS re Nov.14th half day of school. Students available for volunteer work

from 8-11am; adult chaperones and transportation provided by school

4 calls re Cemetery Tour

Rochester Colonial re Historic district criteria for window replacement

Mark Mordue from Muncie, Indiana re item for donation

Attended Gates Hall Group Fund Raising Committee meeting on October 5th

Submitted President's Report for Annual Meeting to Recording Secretary

Participated in the Cast of Characters of the Gates Hall Play

Attended both nights of Cemetery Tour and Gates Hall following tour

Coordinated visit from Mark Mordue of Muncie, Indiana at W-PHS House

Met with the Brewer Family and gave tour of W-PHS House and arranged for tours of several other

Pultneyville properties that Aaron Brewer or James (Ella) Craggs lived in, or built (Tom Hildebrandt, John Trickey and Randy Peck for home and Grist Mill properties)

Gates Hall Community Use Agreement - had 2 meetings with Sue Jane

Coordinated ROC CITY Ringers Concert; arranged for online ticket sales with Jamie Sonnevill and for volunteers

Attended October 14th NY Path Through History Events at W-PHS House and Gates Hall; entered both events on NYS Website, promoted on social media and ordered collateral materials

Attended October WHO Meeting at Heritage Square

Passed along WCS Cont Ed Grant Workshop date change info to Sandy and Cheri

Passed along two Grant opportunities to Sandy re the Hoffman and WCADA Grants

Made several Grants-related contacts regarding Gates Hall Fundraising strategy with Peg Churchill, Jay Roscup (Sodus) and Mark Miller (Newark)

Edited and made revisions to Gates Hall Fundraising Brochure

Wrote and submitted Presidents article for November/December Newsletter

*Met two times with Nan VanEe who has accepted the invitation to join the Fund Raising Committee and has volunteered to Chair the 1st annual Gates Hall Golf Classic SBH **June 29, 2019***

Provided list and contact info. of 45 potential new member names to Membership Chair

Completed 2019 Pomeroy Foundation Grant Conference Summary and submitted to Sandy

Next Steps: 1. Requesting that all Chairs and Officers submit list of their roles and functions performed throughout the year before November Board Meeting to Nan via email. 2. Corresponding Secretary to send sympathy card to Dan Montondo for death of Mother, Ruth Montondo

Vice President – Cheryl Kline Gates Hall Fundraising - Status report 10-28-2019

- A Committee made up of W-PHS Members and selected Community advisors met for a second time on October 5th.
- Fundraising efforts are expected to include:
 - A direct appeal to the Community, with a goal of kicking this off at the Annual Meeting in November. This is anticipated to become an Annual Fundraising event; after immediate needs are met, there will be need for on-going funds to maintain our historic buildings.
 - A professionally done Video and brochure were discussed and are being explored by Nan H. These would have multiple uses related to ask outreach effort.
 - There is a need for Corporate support; key contacts need to be identified.
 - Grant Funding sources are being explored. The on-line registration process required for all State Grants is being pursued. Cherie K. and Sandy Z. met with Sharon Lilla, a retired grant writer for Wayne County. She has become familiar with our particular needs for Gates hall, and has provided advice related to the Grant processes. While she believes we would be eligible for 75% reimbursement, she has voiced her impression that funds for historic preservation are limited. She has also pointed out that if we qualified for funding from NY State for repairs to our historic building, we would be obligated to go that route for any work in the future. All such work is required to meet the Secretary of the Interior's Standards for Rehabilitation of Historic Buildings. These standards typically raise costs and would restrict us to hiring only specific contractors.
 - A Golf Tournament Fundraiser at the Sodus Bay Golf Club is being planned for June 29th.
 - Other fundraising activities are anticipated to be integrated into the Calendar of W-PHS Events.

Treasurer – Debbie Parts. Reviewed balances in accounts and bills paid. Reviewed Bell Ringers costs and revenue as well as Cemetery tour.

Recording Secretary – Jackie Walker **Next Steps: Annual report information needed this week from President, Vice President, Treasurer, Collections Management, Property, Communications, Exhibits. President and Vice President, to send me notes for this meeting's minutes. Nan to check W-PHS web site mail is being forwarded to her.**

Corresponding Secretary – Linda Perkins see officer reports.

Ex-Officio Trustee – Perry Howland no report submitted. Absent.

Reports of Standing Committee Chairs

Nominating – Cheryl Kline. no report

Membership – Jim and Kathy Mc Caig. Individual members 113, Business memberships

40, total 153.

Finance – Debbie Parts. **Next Steps: All who have budget responsibilities submit next year's budget requests by Nov 10 electronically**

Collection Management-Lenore Youngman

- Collections Management Policies have been updated
- Dan Montondo has joined Collections Committee
- Received donations of 1829 coverlet, two Plot map books, Yearbooks from Williamson Middle and High Schools, and framed copy of signed reprint of portrait of 17th century composer, Gottschalk, given to Captain Throop.

Communications and Grants – Sandy Zeman. There are two grant opportunities: Wayne County Dealers (Dec 1) and Hoffman (Nov 27). **Next Step: Give Sandy suggestions for these grants. (re-submit park sign request?)**

Exhibits – Sue Jane Evans. No report. Building/exhibits open by appointment.

Programs – Dottie Howland- November 6 harvest dinner, YouTheater players providing preview of “How to Succeed in Business without Really Trying” Dec 4 Christmas program (wooden shoes). The cider program on Columbus Day was very successful and fun.

Property – Dave Frohlich. Code inspection today went well. Exit signs need rechargeable batteries (house and Gates Hall). Smoke alarm needs to be validated. Boiler failure-recommend antifreeze as was done in Gates Hall. **Next Step- Dave to get price. Jackie to research if Board has already approved this at a previous meeting.** Fireproof safe request is still pending. Working with John on an ongoing basis re: Gates Hall needs (lighting).

Cemetery Tour- Kathy provided the following report

Cemetery Tours October 18th and 19th: 2 evenings 4 tours.

Life's 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

Each tour was well attended. Had a good number of visitors at Gates Hall for donuts, cookies, apples and cider following the tours. \$630 collected

Unfinished Business

Annual Meeting November 6. Dinner, entertainment, meeting is the sequence for the evening. Nan will preside at meeting, Jackie will take notes and read reports.

Gift Shop Guidelines. Lenore reported they are complete except for one area for clarification.

Cornwall Trust- Yellow cottage. As happened in the last meeting there was a description of and discussion of the issues surrounding this property. The question was posed by the President do we want to be involved in purchasing the property so that the property is not torn down (as communicated by the town to the Cornwall Trust) but preserved. Opinions varied between board members: those wishing to preserve the structure, those feeling we had enough costs on our plate with Gates Hall. It was pointed out that we would need \$ up front for legal fees to pursue it. Motion made by David Frohlich second by Sue-Jane to authorize \$2000.00 to provide money for legal fees to pursue buying the property. Pros and cons were again discussed before the vote. For-5 Against 5 Abstain-1. Motion not passed. (For- Lenore, Sandy, Dottie, Sue-Jane, David. Against- Cherie, Jim, Jackie, Debbie, Linda. Abstain-Nan)

Trolley Storage **Next Step: Jim to check to see if the owner of the large barn on Lake Ave would allow us storage space.**

New Business

Gates Hall team group is requesting another member. They have recently summarized a report for both Boards on accomplishments since 2010.

Summary/Next Steps**Next Board Meeting - November 25, 2019**

Adjournment- The meeting adjourned at 9:50pm on a motion by Linda, Second by Lenore with all in agreement.

Respectfully Submitted
Jackie Walker Recording Secretary
10/31/19