

## Waterbury Historical Society Board Meeting

May 15, 2024, in the Steele Room at 4:35 p.m.

**Present:** President Cheryl Casey, Joe Camaratta, Jan Gendreau, Anne Imhoff, Skip Flanders, Bill Woodruff, Jill Chase, and Grace Sweet      **Guests:** Bill April and Margaret Moreland

**Copies to:** Laura Parette, Karen Petrovic, Sandy Hough, Margo Sayah, Josette Metayer, Betty Jones, and Betsy Shapiro

Agenda Item	Discussion	Action
Minutes of April 17	Joe moved to accept the minutes and Jill seconded.	<i>Approved</i>
<b>Finances: Joe</b>  <b>Membership</b>	<p>See attachments for the present status and the reconciliation of the budget.</p> <p>We will continue to pay for the <b>storage spaces at Sir Richard's</b> and then be reimbursed by the town. No change.</p> <p>There are <b>36 expired memberships</b>. 19 of those receive a paper newsletter. The consensus was to use <b>postcards</b> of Waterbury from Luce's store to send a dues reminder to those 19. Several board members will write the postcards.</p> <p>The cards can also be used as thank you notes. (There are several hundred postcards which have been stored at Skip's house and will be moved to the History Center.)</p>	<p><i>Cheryl and Joe will compose a message.</i></p> <p><i>Jill offered to help write the notes on the cards.</i></p>
<b>Newsletter:</b> <b>Laura Parette</b> (Laura was not present, but she sent information)	<p>The new owners of Pack and Send Plus will honor our non-profit status. Minute Man Press of Montpelier will print 160 newsletters for \$198. Pack and Send will charge \$254 for the 160 newsletters, so the consensus is to go to Minute Man.</p> <p>The next Newsletter will go to print on June 7.</p> <p>Laura asked for someone to submit a <b>profile for the History Keepers</b>.</p> <p><b>Who would like to do a "Found in the Collections" column?</b></p> <p>The <b>summer picnic</b> info from the Program Committee should be in the June newsletter.</p>	<p><i>Laura</i></p> <p><i>Skip</i></p>
<b>Outreach Education Committee:</b> <b>Margo Sayah</b> (Margo was not present, but she sent info. Margaret, Skip, and Grace shared.)	<p><b>Brookside Elementary School</b> – What's in the Box? A stereopticon from our collection was on display in the school library. There were 80 responses and several students realized that it was something to look through.</p> <p>The next item on display is a pair of cards for straightening wool. We will then resume in the fall.</p> <p><b>Senior Center</b> – we plan to bring items from the WHS collection to the Center starting in September. Hopefully we'll generate conversation.</p> <p><b>Meals on Wheels monthly flyers:</b> Laura has generated two flyers from the spring newsletter. Margo folded 80 copies of each to be sent to recipients of MOW.</p>	<p><i>Margo</i></p> <p><i>Margaret</i></p> <p><i>Skip</i></p> <p><i>Grace</i></p> <p><i>The flyers will be ongoing monthly.</i></p>
<b>League of Local Historical Societies and Museums</b>	<p>Cheryl attended the recent meeting. She said that our outreach to the school is right on.</p> <p>We will nominate Paul and Jane Willard again for commendation.</p>	

<b>Programs: Skip</b>	The Parade power point program on May 4 by Skip was very well done and it was interesting to see the variety of parades over time. The summer <b>potluck picnic</b> will be on Wednesday, July 24 at 6p.m. at the Hope Davey Park in Waterbury Center.	<i>Bill will ask if we can use the shelter without charge.</i>
<b>Ghost Walk: Jan Monday, May 27</b>	The ghost walk will be at the Maple Street Cemetery in Waterbury Ctr. Brian Lindner will be the Master of Ceremonies.	<i>Jan and the American Legion</i>
<b>Collections - Acquisition</b>	Cheryl will call Merrill's Auction Barn when the items are all gathered in one place. The items will be those that have been decessed or were never accessed.	<i>Jan, Jill, Anne, Margaret and Cheryl</i>
<b>Collections Manager Position</b>	The advertisement for the collections manager position is all set to be posted. It will be posted on various media sites.	<i>Anne, Jill, and Cheryl are on the search committee.</i>
<b>Strategic Planning</b>	<b>The strategic plan will be presented in the fall which will include a mission statement, a visions statement, and a values statement.</b> The following is a proposed <b>mission statement</b> : "To be the go-to educational resource with convenient access to our archives, programs, and the History Center engaging community members of all ages, researchers, and tourists interested in Waterbury's history and its relevance to the broader story of Vermont." Joe made a motion to accept the statement, Anne 2 <sup>nd</sup> . Approved. A <b>visions statement</b> and a <b>values statement</b> need to be drafted. A <b>visions statement</b> is critical for our story telling. It needs to include benchmarks for action plans, a structure for our narrative, it will help in grant writing and will tell what our organization is about and what it strives to be. A <b>values statement</b> will tell how we conduct our business. It will speak to Connection, Community, Preservation, Integrity, and Sustainability.	<i>Cheryl will bring handouts next meeting so we can finalize the <b>strategic plan</b>. She will also resend on Google Docs. What is doable in the next five years? <b>Focus?</b> <b>Past Perfect?</b></i>
<b>New Business</b>	A volunteer is needed as a <b>coordinator for Past Perfect</b> . Need someone to <b>recruit and train volunteers</b> . <b>Nominating committee</b> needs redefining. Bill Woodruff is the Chair, two other folks are needed.	<i>Cheryl</i>  <i>Bill</i>
<b>Jack's Alley</b>	An alley off Stowe Street is being prepared to honor Jack Carter, former curator for WHS and former owner of the Stowe Street Emporium. Revitalizing Waterbury, the VT Agency of Commerce and Community Development are raising funds – the goal is \$20,000 by June 14 for a piece of abstract art. Presently they are about halfway to their goal.	<i>Jack was a superb booster of art and all things related to Waterbury.</i>
Next meeting	June 19 at 4:30 in the Steele Room	
Meeting Adjourned	at 6:30	
Secretary's Minutes	Notes respectfully submitted by Grace Sweet	