

**Gilboa Historical Society
Board of Directors
October 26, 2022**

The meeting was called to order at 2:32 p.m.

Present: Lee Hudson, Linda Karlsen, Christl Riedman, Val Riedman, Connie Ruehle, Mike Shiffer, Gerry Stoner, Linda Stratigos, Ellen Thorn, Kristen Wyckoff

Absent: Nelta Miller, Janette Reynolds

President's report (Gerry)

Board election 2022: Gerry reported that at the General meeting of the Society on October 22, 2022, members voted to seat Lee, Connie, and Mike for three-year terms, effective at the close of business of that General meeting and continuing until the end of the business portion of the October 2025 General meeting.

Future board elections: Elected board members whose terms expire in October 2023 are Christl, Gerry, and Linda S; in October 2024 are Linda K, Val, and Ellen; and in October 2025 and Lee, Connie, and Mike. Two additional positions serve the board: Town Historian, currently Janette; and Past president, currently Kristen.

Election of board officers: The board voted to retain three current officers and to have Mike become vice president until he replaces Linda as treasurer in the spring. Effective at the end of this meeting, the officers are: President: Gerry; Vice President: Mike; Treasurer: Linda S; and Secretary: Ellen).

Approval of President's report (motion by Kristen; second by Linda K)

Treasurer's report (Linda S)

Teresa Castle, a bookkeeper in Gilboa, was hired to help with financial recordkeeping and taxes. Castle will report to the Treasurer and help track financials and reconcile accounts. In January 2023, she'll begin filing GHS sales tax and 1099s, at a cost of \$590. She will charge \$35 a month to reconcile our accounts (motion by Kristen; second by Linda K).

Linda will see that Castle receives the Square data used to track gift shop sales.

Mike will take over duties of the Treasurer in March. He'll begin becoming familiar with the Society accounts in the coming months.

Linda supplied a spreadsheet, attached, of board-approved invoices, along with a summary of balances for each of the accounts: Checking; Savings; Fundraising; Construction; and *Catskill Tri-County Historical Views*.

Kristen followed up on end-of-season removal of the porta-potty; to save fuel, Fred's will pick it up on October 31. We will look for a replacement for Fred's Septic handicap unit next year.

Invoices approved by Board on 10/26/22				
October				
Ck Date	Check #	Paid to:	Amount	Notes:
10/27/22	2146	Judi Jarris	60	shop merch. Drums
10/27/22	2147	Fred's Septic	165	port a potty
10/23/22	digital	MTC	59.95	Phone/internet
10/26/22	digital	NYSEG	61.9	Power
28-Oct	2148	Linda Karlsen	49.11	materials for shopping bag auction
Total			395.96	
Opening Balance Checking 8/1			\$ 10,581	
Our Savings			\$ 76,271	
Fundraising			\$ 3,996	
Total			\$ 90,848	
Construction Fund			\$ 397,000	
Trii County			\$ 10,622	

Approval of Treasurer’s report (motion by Kristen; second by Connie)

Secretary’s report (Ellen)

Ellen is catching up on preparing minutes of each monthly board meeting and will be sending them around electronically, posting them to our website, and providing printed copies for those who request them.

Ellen will also be drafting and distributing a working calendar for frequent updating.

Approval of Secretary’s report (motion by Mike; second by Linda K)

Fundraising report (Linda K)

CREATE Grant: Linda K attended the CREATE workshop on October 5; workshop attendance is required to apply for a grant. We’re hoping to get a grant for musical performances and one grant for encouraging the painting of two-foot squares similar to quilt squares to be auctioned off and hung around town. (This will be a project for young adults to create and share with the community, and can serve as a fundraiser for the society).

Upcoming activities and programs:

- 11/13 Holiday Fair
- 11/16 Members meeting and program
- 12/14 Raffle & Bottle Auction (moved up a week earlier in December)
- Date to come: Ghost Hunters or Big Foot lecture

Approval of Fundraising report (motion by Ellen; second by Gerry)

Museum Committee

At this meeting, board members talked about revitalizing a museum committee.

At one point historically, there was a Museum Committee, led by a Museum Director (instead of a committee chair), who was responsible for (a) all exhibits and displays; (b) facilities maintenance; (c) tour guide training, scheduling, and supervision; and (d) gift shop purchasing, sales, income, and inventory. This yielded to hiring a part-time paid Assistant Director and creating more reasonable subgroups of tasks. With recent expansion of the gift shop, the programs and events offered, the length of the open season, and our intent to further expand our facilities, it's reasonable to continue to reallocate some tasks and responsibilities.

It makes sense for a museum committee to plan and execute tasks involving the displays and to hone the schedule for the revolving exhibits. It's reasonable for physical plant issues and tasks to be delegated to a group attending to facilities management. The gift shop is located both in the museum building and on the web; does it also need to be supervised by a dedicated group?

Since these activities were reported on separately, I've addressed these as separate subgroups. Further discussion and identification of standing committees should probably be taken up at a future board meeting or perhaps by a Policy committee.

Displays and Exhibits (Gerry, Lee, Marianne, Kristen, Linda K)

The committee is planning its work on seven outdoor shadow boxes, which will present society history and be available to visitors 24-7, 365. The themes include the GHS founders and early supporters; our first decade; our very local area; the tri-county region; plans for expansion.

The committee is also planning to renovate the display on the large Natural History wall, to include updating for inclusion of the Cairo fossil finds and the 3-D printing of the fossil in the NYS Museum collection.

Smaller exhibits planned include cultural memorabilia from the Parlman family farm; a cash box from the Broome Center general store; music in rural America; electrical power on area farms, with displays of acetylene gas and Delco systems; Vern Bailey's military discharge papers; vintage clothing from a 7-generation farm; and possibly a genealogical display of the Stryker family researched and created by artist Clover Archer.

Facilities (Mike, Gerry, Val, Vincent Acocella)

Gerry is arranging to meet with an electrician to evaluate possibilities for providing enough light for visitors to get safely to their cars outside the museum area after meetings, especially in the fall and winter months. The Town board has been notified that we are planning to install further lighting outside the

Agricultural shed and pavilion, and to place solar lights temporarily along the drive when evening events are scheduled in or around the museum.

The board approved \$250 for the purchase of outside lighting (motion by Kristen; second by Linda S).

Mike has information for security cameras.

Gift Shop (Christl)

Another 100 copies of the Stein et al.: *The Catskill Fossil Forest* were ordered and arrived. We have sold at least 135 copies of this new book.

Other items have also been ordered to be available for sale at the Holiday Fair.

Marketing

We're hoping to get an article published in our local newspapers each month. Gerry will speak to Susie Walsh about hiring on to write some stories for the papers.

Gerry continues to make event posters, have them printed at Race, and deliver to volunteers in surrounding areas for posting for the public. These areas include Gilboa, Middleburgh, Jefferson, Stamford, Grand Gorge, and Hunter.

Membership (Gerry)

The membership for YTD in	Sept	Oct
Total memberships	354	326
Lifetime memberships †, †	117	117
Annual memberships *, **, ***	237	208
Total households	269	252
Lifetime households	123	128
Annual households	146	124

Programs (Kristen)

Attached to the minutes will be a calendar, to include upcoming activities, so we can (1) plan ahead to apply for grants; (2) assign chairs to head up projects; (3) provide adequate time for the Marketing Committee to plan, project, and produce posters, space ads, and social media; and (4) file required paperwork with the Town to allow GHS to use museum, pavilion, and other parts of Town property.

The board talked about conducting meetings over the winter months via Zoom rather than in person.

Publications (Gerry, Lee)

Lee reported that the next issue of *Catskills Tri-County Historical Views*, due to be published in November 2022, is likely to be the last. After five years and ten issues, production costs have risen and renewals have dropped. These realities and time demands make continuing the publication unrealistic.

We will prepare an expanded newsletter several times a year for our patrons.

Refreshments (Janette)

It would be helpful if the names of those volunteers listed on the circulating list for refreshments could be added to the activities calendar as a helpful reminder of who has taken responsibility for which meeting.

Collection Management (Linda S, Ellen)**Education (Kristen)****Finance (Linda S)****Grant-writing (Linda K, Nelta)****Nominations (Linda K, Kristen)****Policies (Linda S)****Public Relations****New business**

Holiday gifts: The board voted (motion by Linda K; second by Connie) to provide two food gift certificates, of \$150 each, for families who have children enrolled at Gilboa-Conesville Central School. (Note that some students registered at GCCS are not Gilboa residents and some Gilboa residents are registered at other school districts.)

Adjournment: The meeting was adjourned at 4:25 p.m. (motion by Linda K; second by Linda S)

Respectfully submitted,

Ellen Thorn
Board Secretary