

W-PHS Minutes

June 24 2019

Call to Order- The meeting was called to order at 7:03pm by Nan Hance, President

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, Chair Lenore Youngman- Collections Management Chair, Sandy Zeman-Communications Chair and Grants Charlotte Buehler-Communications Committee member

Absent: Perry Howland-Ex Officio Trustee, Jim McCaig, Kathy McCaig-Membership Co-Chairs, David Frohlich-Property Chair, Sue Jane Evans- Exhibits Chair, Linda Perkins-Corresponding Secretary,

Reading and Acceptance of May 20, 2019 Board Meeting Minutes Motion by Cheryl
Second by Debbie and accepted by all trustees attending except for 1 trustee abstention.

Reports of Officers

President - Nanette Hance

Phone Calls: Katie from Wegmans for Deb regarding Tax Exempt Card, Julie Redder from SunRecord about Summer Guide Ad, Janice Murphy 585.436.6051 about HouseTour, Mrs. Johnson to drop off pic but cannot reach, Request for Parade Info referred to Jim and Kathy

Audit Committee: The following individuals have agreed to serve on the audit committee- Florence Doyle, Mark Doyle, Roger Battaglia, Pamela Heald

Homecoming: Plans in place. Need plan and someone to be in charge of table in Centennial Park. Karen from Gift Shop will be selling at W-PHS. Event Brochure is in Newsletter, on Facebook and sent to Web Master for posting to W-PHS site. **Next Step: Cherie contact Arndts, I. Bierer, Irene's daughter and Cliff to staff table and provide the tent in the park. Sandy send eblast to membership week of 7/8 for raffle link.**

Publicity is in progress and will continue through the week of July. DEMO's at House: Rug Hookers of the Finger Lakes and WHO demo of Historic Sites. **Next Step-PopCorn machine – need someone to man, sell and collect money**

Live Music at Deli from 3-6 compliment of Deli. Raffle Link ... all have received and need to share emails with others

Next Step- Nan will get extra copies of Homecoming schedule for distribution.

GATES HALL USE AGREEMENT

W-PHS and Gatesingers mutually agreed to extend current Use Agreement for 45 days to August 13th to further work out details. This extension had been documented in a June 24, 2019 letter from Nan to the President of Gatesingers. The receipt was acknowledged by President of Gatesingers. Discussion: the reason for the extension was that areas of the agreement that were thought to be agreed upon were later not agreed upon necessitating more time to work through differences.

These areas of differences were noted in the discussion by Nan. The letter makes clear the extension is not a commitment to enter into a new agreement.

4th GRADE WALKING TOUR FOLLOW-UP

Did 72 Gift bags for 4th Graders with Captain Throop and W-PHS info and copies of Steamer and Meal tickets along with YOYO's and 5K cards.

Was docent at W-PHS with Irene and gave very brief intro and ask that they come visit with their families; and had all kids sign the Guest Book
A huge success and Mary Grace Fazzullo has requested an appointment for later this week to follow-up and talk about possible dates for next year and what we might do better. Thank you received from Mary Grace. Given to Lenore
(next step) who will see that a file is set up for the tour.

Knot Board has been given to W-PHS if we accept it. Cannot be outside all the time because is not weather proof. Can be moved indoors, outdoors and to other sites. If no objections can hang on hooks on rear kitchen door for easy removal. No objections to suggestion. **Next Steps: Nan send a thank you note to Mike Mendina for the donation to 7732 Tamarack Lane Ontario NY 14512.**

MEMBERS & FRIENDS RECEPTION

Did invitation and had Sandy distribute; did food, beverage and over 40 guests were in attendance. **Next Step: Kathy and Jim to revise membership form to have emails of all members on the form and not just the one who signed up in order to reach all members for events such as this one.**

TROLLEY

Coordinated pickup, delivery and work on Trolley.

Has been delivered and work is paid for. The following work was done:

Rebuilt trolley trailer, replaced side panels and corners, stringers, painted and lettering. Wood side panels have 3 coats of poly on them.

Worked exceeded \$900. and Gerry Walsh donated the cost above the \$900.

To recognize the work done by Gerry, discussion ensued re: approving business membership (\$75.00) through the end of 2020. Motion by Lenore second by Jackie that Reaper Customs receive a business membership through the end of 2020. Unanimously approved. **Next Steps: Kathy send him a letter re: this and combine a thank you in the letter. Get logo for web site and explain his business will be on web site. Information: Gerry Walsh Reaper Customs 3329 Shepard Rd Williamson. Charlotte put post on Facebook and if no response Sandy will send out eblast to members after Homecoming.**

Next Step: We also need to find a storage place for the trolley.

FUNDRAISING

In an effort to attract new community members made initial contact with Mike Collins, Sharon Lilla, Jim Hoffman and provided a list of other names to Cherie. **Next step: Nan to set up officers meeting with Dave to flush out details for clarification.**

PROGRAMS

Talked with Dottie about adding 2 programs and perhaps not having programs in Jan and Feb.

Arranged for Sept. 4 and Oct 2 Program about Civil War

Attended meeting called by Dottie to prepare and flush out details of October meeting to create awareness for Gates Hall.

CEMETERY TOUR

Have been contacted by the Lakeview Cemetery and they have requested where not to park and all major driveways be kept clear during the event.

4 requirements this year.

W-PHS must provide a **Certificate of Insurance** *Next Step-Sue Jane provide Kathy with certificate of insurance.*

W-PHS needs to have a committee of **Parking Attendees** to handle crowd

Parking Committee must **meet prior to event with Cemetery Grounds Chair** to find out where and where not to park and want major driveways kept open in the event of an emergency

Need Cones to block of restricted areas. *Next Step: Nan to meet with Kathy to review requirements.*

GUEST BOOK

How do we use information? Who does something with it? Do we use info to prospect potential members? Do we have any follow-up contact with them? Following up mailings, etc Thank you for visiting? Now using individual pages to collect information. Master copy in drawer of stand. Discussion: in response to these questions, there is no formal follow up program for those who visited the house. *Next step: Nan to create a plan to use collected information.*

BOOK SIGNING

Have arranged for Chip Stevens to do a book signing Friday, July 5 from 1-4pm at W-PHS of the newly released book "Shipwrecks of Lake Ontario for which he did paintings of sunken ships. All proceeds go to the National Museum of the Great Lakes. We have already started to publicize this event in hopes it will draw traffic to W-PHS on over the 4th of July holiday weekend.

WHO MEETING/2023 BICENTENNIAL COMMITTEE

As announced at WHO meetings I added everyone is welcome to serve on County Committee chaired by Gene Bavis and Larry Ann Evans. Will be attending meeting tomorrow in Lyons.

NOAA VISIT

Had unexpected visit when in a meeting at house with Kelly regarding Publicity; ended meeting abruptly and spend rest of the day with NOAA team who were taking stills and video of area for the National Marine Sanctuary Project to which we will have the rights to use.

GIFT SHOP

Karen Seyfried is off to a great start – will be taking items to programs.
Is taking time to get acquainted with merchandise and procedures

FACEBOOK

Continues to grow; are at 845 likes

Vice President - Cheryl Kline see President's report. Fund raising- In process of completing application for vendor program with NYS and submitted name as W-PHS but information returned with original name. **Next Step: Cheryl to call to get this corrected.** Discussion related to the IRS not responding our requests for name change and that until we have this resolved we will probably have problems. **Next Step: Debbie to seek assistance from Cole and see if they can help with resolving this with the IRS.**

Treasurer - Debbie Parts- Reviewed bank and account balances and bills paid. Tolley refurbishment bill paid. Reviewed monies received from Stripe for Homecoming and monies received from letters sent for Homecoming music support (\$150)

Recording Secretary - Jackie Walker no report

Corresponding Secretary - Linda Perkins absent. Report submitted by email. There were 4 thank-you notes sent out to: L. Parmelee, B. Morley, SueJane, and Joan Carey... all for their efforts during "Day of Caring".

Ex Officio Trustee - Perry Howland, Town Historian- (report submitted by email and reviewed by Jackie):

- Prepared monthly written report of activities for Williamson Town Supervisor Tony Verno
- Along with son Jeremy delivered trolley replica to Gerry Walsh on Shepherd Road for refurbishing.
- Portrayed Aaron Brewer, former Pultneyville resident and blacksmith, as well as giving other historic information, for Williamson Central 4th grade tour on June 11.
- On May 20, documented removal of East Williamson Fire Department bell that they found on the Ashbery Farm in Sodus, prior to its being transported and eventually displayed at the fire hall in East Williamson.
- Continue utilizing the digitized copies of the *Williamson Sun* on the Williamson Free Library's website, now typing up, along with Gail McCarthy, selected columns of "Random Thoughts" articles from the *Williamson Sun* written by former Pultneyville resident Alice Gallup from 1979-1995, prior to assembling and laying out pieces to compile into a book.
- Along with other village and town historians, with the assistance of Sue-Jane Evans, am contributing Williamson historic sites to a Wayne County Historic Sites database project. So far there are 66 sites from Williamson.
- On-going clipping of obituaries and other items from newspapers/publications dealing with Williamson.

Reports of Standing Committee Chairs

Nominating – Cheryl Kline- no report

Membership – Jim and Kathy McCaig (report submitted by email and reviewed by Nan):

Our membership report: 108 Individual Memberships, 39 Business Memberships, 147 Total Memberships

Finance – Debbie Parts- see Treasurer’s report

Collections Management – Lenore Youngman-continuing to process recently donated photos

Communications/Grants – Sandy Zeman no report

Exhibits – Sue Jane Evans (submitted report by email)

- It was a privilege to participate in the Fourth Grade tour.
- We talked about the knot board and I think it would be a valuable asset for us. To have it arranged in such a way we can use it in the house, outdoors or off site would be ideal.
- The house has been open for two weekends and at least a couple of other special events. Many of you already have volunteered, but there still are many opportunities to volunteer. Please email sjkevans@mail.com if you find you have free afternoons.
- Daniel Kuhl, the young Scout building new benches for WPHS, has reported that the benches are finished, but need to dry before he can seal them. He will contact Brian McCarthy who has been encouraging him as soon as they are ready to be delivered.

Programs – Dottie Howland There will be two additional programs, one on 9/4 focusing on the civil war and monument and one on 10/2 focusing on Gates Hall with original cast members.

Property – Dave Frohlich (submitted verbal report) Summary by Nan. There was a next step form the last meeting for Dave to ask Cornelius to give an assessment of how much time we have for the roof repair in view of the fact that it is anticipated we would not have the funds raised until 2022. No feedback to date on this next step. There was a long discussion of what exactly needs to be done at Gates Hall and costs of work. **Next Step: Nan will schedule a meeting with officers and Dave to nail down what specifically will to be done, by when and costs. By 7/22 board meeting.**

Unfinished Business (12 mins)

Internet and Technology Evaluation – Will be completed by October

Trolley Grant – Work Completed and paid for; need storage **Next Step: refer to President’s report.**

Fundraising Efforts (other than Grants)

ROC City Ringers September 29th - 4pm

Go Fund Me Campaign-Nan discussed this as a possibility for fund-raising. Next Step: **Nan will get more information re: the program (amounts and sunset dates etc.)**

Historic District/National Registry Brochure – on hold until August

Cemetery Tour (Requirements by Cemetery)-see President’s report

Audit Committee Update-see President’s report

New Business (2 min.)

Book Signing with Chip Stevens Friday, July 5th 1-4pm at W-PHS –
all proceeds from sale of book go to National Museum of the Great Lakes

Other

Gift Shop, Guest Book, Donation Jar (emptied by Debbie), Members and Friends Open House- see President’s report

WCS Admin Team at W-PHS July 23 from 8am-3pm; Gates Hall 4pm

Pie Sale **Next Step-** Karen Seyfried and Florence Doyle volunteered to work the sale.

Garage Sale-**Next Steps:** Home sites flyers distributed by Linda Parmellee, park vendors coordinated by Linda Perkins.

Columbus Day-Last day house is open. Dottie and Perry Howland will make cider this day and invite everyone. **Next Step:** Put event on publicity schedule (Facebook, web site), newsletter etc.

Summary Next Steps Jackie summarized next steps.

Next Board Meeting – July 22, 2019

Adjournment Time: The meeting adjourned at 9:22pm on a motion by Lenore and second by Cheryl with all in agreement.

*7/2/19 Jackie Walker, Recording Secretary
7/16/19 Reviewed by Nan Hance President*