

Newport Historical Society Monthly Board Meeting
Monday, December 12, 2016
The Baird Residence: Free Will Farm

1. Non-public **Executive Board meeting** at 6:15 p.m.
2. **Pot-luck dinner** at 6:30 p.m.
3. **Call to Order** by President Cathryn Baird at approximately 7:30 p.m.
4. **Members Present:** Cathryn Baird, Jackie Cote, Larry Cote, Jerry Hagebusch, Priscilla Hagebusch, Jayna Hooper, Rita James, Laura McCrillis, Dean Stetson, Stan Sweeney.

Public Present: Paul Baird, Biddy Irwin, Peter Irwin, Dr. Arthur Walsh

5. **Report on 2016-2017 Membership Drive** by Jackie Cote:
The NHS has **199 members** to date. A list of 56 members from last year who have not yet renewed as of December 12, 2016, was circulated. **Cathryn** will be updating a **reminder letter**, to be sent out mid-January, to all prior-year members who have not yet renewed. This letter usually yields updated memberships from at least half of those who have yet to renew. The Sept. 30, 2015-Sept. 30, 2016 Membership Drive resulted in 260 members, just three short of the 2014-2015 record of 263.
6. The **Treasurer's Report** was handed out by Jackie Cote, with the following account summaries:
 - i. Accounting Summary of 11/1/16 - 11/31/16
 - ii. Main Operating Account, Fiscal Year ending 9/30/17: *November 2016 Income and Expenditures were reviewed.*
 - iii. Nettleton House Account, FY ending 9/30/17: *November 2016 income/expenditures reviewed.*
 - iv. NHS Budget Comparison Operating Acct. – Income, 10/1/16-9/30/17: *Nov. 2016 income reviewed.*
 - v. NHS Budget Comp. Operating Acct. – Expenses, 10/1/16-9/30/17: *Nov. 2016 expenses reviewed.*
 - vi. NHS Budget Comp. Nettleton Acct. – Income, 10/1/16 – 9/30/17: *Nov. 2016 sales/donation income reviewed.*
 - vii. NHS Budget Comp. Nettleton Acct. – Expenses, 10/1/16 – 9/30/17: *Nov. 2016 building expenses reviewed.*

Jackie and Cathryn met with Scott McGuire of Sugar River Savings Bank about the **NHS's endowment funds**. Scott recommended to wait before investing in bonds until a more opportune time, market-wise. He further recommended splitting the \$10,000 endowment into two \$5,000 investments: **\$5,000 in conservative bonds; the other \$5,000 in "riskier" bonds**. Currently, the endowment funds are in a 7-day CD, which will make them easy to access at the appropriate time to invest. **Dean made a motion to give Cathryn and Jackie permission to execute the financial transaction when the time is right.** Rita seconded the motion. Approved unanimously.

Jackie explained the figures on pages 1-7 of the financial report. Pris moved to accept the Treasurer's report; Rita seconded the motion; approved unanimously.

7. **The Fundraising Report** was given by Jackie Cote.
Four 16" pillows were ordered last month from Linda Davis, featuring Newport scenes: three with Beth Rexford's image of "skating on the common," and one with an image of the Corbin Covered bridge in the fall. Two of the three "skating" pillows have been sold, leaving one **"skating" pillow** and one **"bridge" pillow** still for sale. The NHS also has two additional pillows from Linda Davis on consignment, featuring images of the **First Baptist Church** and the **Town Hall clock**, respectively. Additional pillows with alternative images may be ordered, with a turn-around time of about two-weeks. These top-quality pillows sell for **\$29.00 each**.

A new **book**, written by **Brenda Curtis and Mary Lou Maguire**, entitled “**Written in Stone**”, has been donated to the NHS. The book features historical research pertaining to the Pine Street Cemetery. The file for this book is at Doolittle’s PrintServe in Claremont, and Brenda has given permission to the NHS to order books directly to sell. The pricing is: 50 copies @ \$6.07 ea. (\$303.55); 75 copies @ \$5.61 each (\$420.86); 100 copies @ \$5.39 (\$538.68). **Jackie recommended ordering 50 copies**, to sell at \$10.00 each. Jackie’s motion was seconded by Rita. **Cathryn** will talk to Mary Lou to ask for the signing of each copy, as well as to see if Mary Lou and Brenda may be interested in delivering a program in 2017 featuring their work.

The NHS has maintained a “**boutique**” at the Sugar River Savings Bank over the weekends of November 19/20, December 2/3, and December 9/10. The NHS also participated in the Chamber of Commerce’s “**’Twas Just Before Christmas**” event at the Opera House on December 10th. The turnout was lower than in year’s past. The publicity seemed scant, and the weather was very cold.

The NHS entertained a special request for 100 note cards (20 sets of 5) of the Eagle Block. Pris did a great job designing these **new note cards**.

The **gift brochure** has been received by the public with much interest.

8. The **Museum Report** was given by Larry Cote.

No new artifacts were purchased in the past month. **Storage racks** have been assembled and populated with 36 acid-free boxes. Most boxes are filled with **Governor Francis P. Murphy data**. Pris moved that Larry be given permission to buy another **36 acid-free storage boxes** at \$7.35 each, which is a discounted price of 30%. Jackie seconded the motion. It was approved unanimously.

Representatives from the Newport Health Center visited the museum to select photographs to populate the new health center. A student from Colby Sawyer College will be interning with the NHS and Leslie Hutchins of the Newport Health Center to make a legend for all of the photos now hanging in the health center. The Newport Health Center also donated a framed picture of Harley Davidson motorcycles in front of the Johnson Block.

9. **New Business:**

Ann Stout has resigned her position on the NHS board. She will continue on as a docent for the museum, however. The board accepted her resignation with regret.

Two positions remain open on the NHS board. Cathryn nominated both **Dr. Arthur Walsh** and **Arnie Hebert** to fill these positions. The Executive Committee appointed these individuals unanimously in a non-public meeting, and the NHS board unanimously approved of these appointments.

Cathryn asked that **each member of the NHS board report to the meeting in January with one or two goals** for the upcoming 2017 year.

Dean relayed a solicitation from *Kearsarge Magazine*, offering an opportunity for free **advertising**. This was discussed as an opportunity to pursue.

Dean suggested that the NHS work to design *something* that the schools may use in order to **advertise our history to our students – perhaps place/workmats, or book covers, or pencils, or a coloring contest, or a display case featuring quotes from Newport Notables and local historical facts. A “Fact of the Month” competition** might be of interest as a method of building awareness and lines of communication between the schools and the NHS. **Placemats to be available for use at Country Kitchen**, featuring line drawings and quotes and local lore, was also suggested upon further discussion.

Larry mentioned that he would like to see the **high school newspaper**. These would be good to collect for archival purposes at the museum, and perhaps useful as a comparison lesson in which current high school students could take a look at old high school newspapers from the museum's collection.

It was further suggested that photo displays at WCNL Radio be updated, while another one be added to the **Senior Center**. **Arnie Hebert** has connections at the Senior Center and may be interested in being a liaison.

10. **Old Business:**

Stan has been working with Arnie in developing a system to input museum holdings into the **Past Perfect computer inventory system**. Pris made a motion that the NHS continue with this inventory program, and Jackie seconded the motion. The motion was approved unanimously. **Dean suggested soliciting help from high school students with inventory at the museum**. If the NHS would like to pursue a partnership with the high school in this endeavor, he will work on crafting an announcement at the appropriate time, as well as selecting a qualified candidate. **Stan highlighted the importance of NHS members becoming more proficient in the Past Perfect program prior to soliciting an intern/assistant from the high school**. **Cathryn urged that the NHS must be selective if we go forward with such a partnership with the high school. Specific guidelines must be in place, with supervisory parameters clearly determined.**

The NHS **key policy** will be finalized at the meeting in January. Keys will be administered at the museum director's discretion, and if the museum director is not present at the museum, it is advised that no less than two people are at the museum, for safety and security purposes.

The museum is always looking for **volunteers**. A line on the membership form in which patrons may designate their interest should be inserted in the next newsletter.

Meeting Adjourned: 8:30 p.m.

Respectfully submitted,

Jayna H. Hooper, Secretary