

Minutes of Board of Trustees Meeting

November 17, 2018

Attendees: Co-Presidents Leslie Koch and Ed Caufield; Interim Executive Director John Holzapfel; Trustees Allison Forstmann, Sandra Saiegh, Ellen Zimmerman, Ann ffolliott, James Harris, Christine Churchill, Janet Markarian, Diana Whitsit, EJ Camp, Karin Constant, Steve Rotella (phone-in), Angela Meredith-Jones (phone-in), Darien Leung (phone-in)

Guest: Richard Gluckman

1. The meeting was called to order at 9:05 am.

2. **Approval of Minutes**

A motion to approve the minutes from the September 15, 2018 meeting was unanimously approved.

3. **Executive Director’s Report**

* This past year there was an increase of visitors to OHS: visitors came from thirty-one (31) states and eleven (11) countries.
* Despite the weather, the Fall Festival on October 27th was a great success.
* To celebrate the 100th anniversary of Armistice Day, November 11, 2018 the bell in the Old Point Schoolhouse was rung at 11:00 am 11 times. Bell ringers were Taz Smith, Rick Constant and Ted Webb.
* Holiday Events

1. The Beach Plum Shop will open the Saturday after Thanksgiving, November 24th. It will be open every Saturday and Sunday from November 24th through December 9th.
2. The Holiday House Tour and Holiday Party at Webb House are scheduled for Saturday, December 8th. All preparations are on track.

4. **Finance Committee Report**

* Attached to the agenda was the 2017 budget, the 2018 budget and the projected 2019 budget.
* Allison Forstmann reported that we have a balanced budget. OHS is above expectations and hopes to exceed the projected 2019 revenue intake.
* A motion to approve the 2019 budget was unanimously approved.

5. **Collections Committee Report**

Ann ffolliott, chair of the Collections Committee reported the following:

* There are now humidity monitors in all of the OHS buildings that house objects.
* The committee is taking a hard look at OHS’s collections: what they are; what they need; and how to collect things in the future. They have set up a 5-tier criterion for the collection rating objects from the most important to the least important and is looking at where things are now stored and where they should be stored in the future.
* The Collections Evaluation Report should be complete by February.

6. **Nominating Committee**

* Darien Leung, chair of the nominating committee explained that at this time 6 trustees’ terms are ending, 2 are coming off the board and 4 trustees are remaining. The nominating committee (Evan Lewis, Mary Morgan, Howard Shainker) presented their recommendations for the 2019 OHS Board of Trustees.

The Executive Board members will remain the same: Co-Presidents Leslie Koch and Ed Caufield, Vice President Ann ffolliott, Treasurer Allison Forstman and Secretary Karin Constant.

The 2019 slate for the Board of Trustees are Ed Caufield, Christine Churchill, Karin Constant, Leslie Koch, Leslie Cohen, Jeffrey Davis, Suzanne Gluck, Robert Hanlon and Lydia Irving.

* A motion to approve the Executive Board for 2019 was unanimously approved.
* A motion to approve the Board of Trustees for 2019 was unanimously approved.

7. **Buildings and Grounds Report**

* Attached to the agenda was the minutes from the September 5th, October 11th and November 13th meetings.
* The committee obtained bids for putting a new roof and fascia on Webb House. Work will begin after December 8th.
* The white paint areas of the Red Barn, the Schoolhouse cupola and the interior walls of Webb House are scheduled to be painted.
* Village House had a leak. The drain was re-designed and plastering of the interior walls can begin.
* There is a $7,000.00 carry over from 2018 to cover the repair to Village House.

8. **President’s Report**

* A copy of the letter regarding the historic designation and OHS’s view on the demolition of the property on 675 Skippers Lane was attached to the agenda. After discussion, a few revisions were suggested.
* A motion to submit the letter to the Landmarks Preservation Commission was 15 yes and one opposed.

9. **Adjournment**

There being no further business the meeting was adjourned at 10:15 am.