



OYSTERPONDS HISTORICAL SOCIETY

Minutes of Board of Trustees Meeting
July 15, 2017

Attendees: Ellen Zimmerman, President; Elsbeth Dowd, Executive Director; Trustees Sara Garretson, Ed Caufield, Leslie Koch, Jeri Woodhouse, EJ Camp, Diana Whitsit, James Harris, Christine Churchill, Angela Meredith-Jones, Karin Constant

1. The meeting was called to order at 9:10 am.

2. Approval of Minutes:

A motion to approve the minutes from the June 17, 2017 meeting was unanimously approved.

3. President's Report:

Ellen reported that planning for all upcoming events is going well and that our focus now needs to concentrate on membership and development. We are still looking for a chairperson for marketing and communications. It was suggested that perhaps this should be a board position.

Ellen pointed out that the Board of Trustees meeting time is an issue and many board members cannot always attend.

The Board of Trustees voted unanimously to switch to bi-monthly meetings with a default time of 90 minutes per meeting unless something pressing is at hand. Meetings will continue to take place at 9:00 am on the third Saturday of the meeting month. The next scheduled meeting will be September 16, 2017 at 9:00 am.

4. Executive Director's Report:

North Fork Fresh was a great success: 311 guests attended; the gross income was \$29,700.00; the net income was \$18,600.00 which was close to the \$20,000.00 goal; and we acquired 3 new memberships. Michael Ventura has volunteered to be a committee co-chair for this event next year.

The OHS applied to the New York State Office of Parks, Recreation and Historic Preservation's Environmental Protection Fund for 50% of the acquisition costs for the Orient Methodist Church. This proposal will be due July 29th. Elsbeth, Leslie Koch, and Sara Garretson coordinated this application.

The Gardiner Foundation will fund up to \$100,000.00 non-matching grants for collections care. We are applying for funding to bring in consultants to assess the feasibility of creating appropriate collections storage space and create a comprehensive campus plan with alternative options, which will address collection needs and be prioritized according to cost. We are

searching for solutions that are both appropriate and cost-effective. This builds on the work of the Master Plan, but should address our needs and constraints more comprehensively. A Collections Statement has been drafted in preparation for looking for consultants. This proposal is due September 1st. Elsbeth and Ann ffolliott are coordinating on this application.

Elsbeth reported that the web-site should be up and running after the summer Benefit.

5. Committee Reports:

Orient Methodist Church – Ed Caufield reported that the OHS is close to a deal with the church.

Finance – A copy of the Cash and Investment Balances Report as of June 30, 2017 and the Operating Budget Statement from 1/1/2017 to 6/30/2017 was attached to the agenda. Sara Garretson brought to the Board’s attention that we are behind on our non-event contributions.

In anticipation of the church acquisition the Board passed the following resolutions:

1. Resolved to open a new account at Capital One to be used for the collection and disbursement of funds related to the Orient Methodist church project. Signators are: Ellen Zimmerman, President; Sara Garretson, Treasurer; Elsbeth Dowd, Executive Director. Two signers are required for any outbound transactions in excess of \$1,500.00.
2. Resolved to authorize the Treasurer to draw down funds from the Merrill Lynch account liquid assets to enable OHS to meet contract obligations with respect to the acquisition of the Orient Methodist Church. Funds drawn down must be offset by corresponding pledges of donations for the project. This authorization will not be acted upon in the event that Merrill Lynch has approved the OHS application for a line of credit collateralized by the Merrill Lynch portfolio.

Events –

Summer Benefit - Planning for the Summer Benefit is where it should be. There is still a need for silent auction items. This year the “Paddle Raise” auction will be for the restoration of the Red Barn.

Programs – The art series programs are in good shape;

July 21st – “Shade and Shadow,” Drawing with Anne Sherwood Pundyk

August 4th – “Art of Paper Marbling,” Amy Worth

August 6th – “Our World in Watercolor” with Alan Bull

August 13th – “East End Light in Oil” with Alan Bull

Nominating – The Nominating Committee, consisting of Darien Leung (chair), Mary Morgan and Jeri Woodhouse, are starting discussions about next year’s slate. The committee asks that Board members give some thought to anyone whom they think would be good to add to the list for potential trustees and for officers as well.

Membership – We currently have 227 members.

Development – The Development Committee’s main focus is on fund raising for the church.

6. New Business:

It was suggested that dates for winter city events be sent as electronic brochures to guests and visitors.

7. Adjournment:

There being no further business the meeting was adjourned at 11:35 am.