



Present via ZOOM:

Boas, Keith
Davis-Fritsch, Doris
DeMeis, Jane
Hunt, Robert
Lee, Suzanne
McCormick, Lucy
Poray, Bill
Profitt, Vicki
Unckless, Jim
Wells, Matt
Wiener, Linda
Wolf, George

Absent

Wild, David

Others Present

PHS Board of Trustees Meeting Minutes
June 23, 2020
Final

A regular meeting of the Board of Trustees was held on June 23, 2020 online via Zoom due to the COVID-19 pandemic.

The meeting was called to order at 7:01 PM by President Robert Hunt.

Secretary's Report and Minutes. Suzanne Lee

Minutes of the regular Board of Trustees meeting from May 26, 2020 were presented. *Minutes were accepted on a motion made, seconded, and carried.*

Treasurer's Report. Linda Wiener

- **Treasurer's report for May 2020** was presented as follows:

Balance sheet – Total assets and equity = \$127,241. Total cash of \$45,328 (decrease of \$958 from April and an increase of \$4,217 from PY cash).

Profit and Loss for month: net loss of \$958 versus a net loss of \$2,304 in April 2020. YTD net income is \$3,665.

Profit and Loss actual compared to budget: Year-to-date through August 31, 2020

Income \$23,227 compared to \$27,345 budgeted for 2019-2020 (85% of budgeted amount)

Expenses \$19,561 compared to \$21,673 budgeted for 2019-2020 (91% of budgeted amount)

- The Community Foundation transfer is on hold for now. We may need the cash if the rest of the calendar year revenue is lower than expected.
- Linda is working on a draft of next year's budget; please send her any updates to expenses or income. We will need to budget for masks, sanitizer, etc. for volunteers and visitors. Please get Linda any budget updates in the next few weeks; she will have a draft for the board in July.

Reports for both April and May were accepted on a motion made, seconded, and carried.

Committees

Property - Catherine Angevine

- Nothing to report. Vicki will follow up with Village about installing energy-efficient light bulbs.

Technology – no report

Website - Doris Davis-Fritsch

- Working on a new page for website on Agnes Sproul; otherwise, no changes.
- Unique visitors for May were 1,015.

Thursday Morning Crew – Nothing to report.

Vice President's Report – Vicki Profitt

- Vicki has been taking webinars offered through Cuseum (contactless museums) about how to keep your members engaged during the pandemic and how to reopen safely.
- Vicki and John Laurence have been hosting Zoom meetings for the volunteers to keep them engaged and provide training opportunities while we are shut down.
- The annual picnic has been tentatively rescheduled for October.
- We need to locate face masks, cleaning supplies, and hand sanitizer for when we reopen. Linda has some possible contacts.
- We are looking at reopening on Saturday August 1 and will resume regular hours. Volunteers will be trained on new guidelines.
- Annual election ballots will be mailed with the annual membership letter in July. (We usually hold the election in May at the annual picnic, but that was cancelled.)
- Fall programs will likely be co-sponsored by the Fairport Library, who has a business Zoom account to allow for longer presentations (our account is limited to 40 minutes). They will likely be a mix of in-person and online attendance.

Communications – Jane DeMeis

Nothing to report. She will work with Vicki to publicize the reopening.

Membership – Jim Unckless

- The membership letter and ballot will go out in July.

Historigram – Bill Poray

- The July issue is printed and will be folded and mailed next week.

Next meeting: The next regular meeting of the PHS Board of Trustees will be held Tuesday, July 28th at 7:00 pm via Zoom.

Motion to adjourn made, seconded, and carried at 7:39 pm.

Respectfully submitted,

Suzanne Lee, Secretary