



Board Members (in attendance unless noted as absent):

Boas, Keith (2022)
DeMeis, Jane (2024) ABSENT
Hunt, Robert (2022)
Laurence, John (2023)
Lee, Suzanne (2022)
McCormick, Lucy (2023)
Poray, Bill (2023) ABSENT
Profitt, Vicki (2023)
Unckless, Jim (2024)
Wells, Matt (2022)
Wiener, Linda (2024)

Others Present

PHS Board of Trustees Meeting Minutes
August 24, 2021

A regular meeting of the Board of Trustees was held on August 24, 2021 at the Perinton Historical Museum.

The meeting was called to order at 7:00 PM by President Robert Hunt.

Secretary's Report and Minutes. Suzanne Lee

Minutes of the regular Board of Trustees meeting from June 22, 2021 were presented. *Minutes were accepted on a motion made, seconded, and carried.*

Treasurer's Report. Linda Wiener

- **Treasurer's report for June 2021** was presented as follows:

Balance sheet – Total assets and equity = \$162,607. Total cash of \$55,463 (a decrease of \$224 from April and an increase of \$10,051 from PY cash).

Profit and Loss for month: net loss for May of \$234. YTD profit is \$8,066

Profit and Loss actual compared to budget: Year-to-date through August 31, 2021

Income \$22,688 compared to \$24,965 budgeted for 2020-2021 (91% of budgeted amount)

Expenses \$14,603 compared to \$24,403 budgeted for 2020-2021 (60% of budgeted amount)

- **Treasurer's report for July 2021** was presented as follows:

Balance sheet – Total assets and equity = \$167,267. Total cash of \$60,123 (an increase of \$4,660 from May and an increase of \$11,773 from PY cash).

Profit and Loss for month: net income for June of \$3,562. Net income YTD is \$12,728.

Profit and Loss actual compared to budget: Year-to-date through August 31, 2021

Income \$28,002 compared to \$24,965 budgeted for 2020-2021 (112% of budgeted amount)

Expenses \$15,577 compared to \$24,403 budgeted for 2020-2021 (64% of budgeted amount)

May's report was accepted on a motion made, seconded, and carried.

June's report was accepted on a motion made, seconded, and carried.

July's report was accepted on a motion made, seconded, and carried.

- Linda has moved \$5,000 to the Community Foundation. Our balance is \$99,225.
- Send Linda any budget needs for next year.

Committees

Property – Bob Hunt

- The plumber has the part to fix the faucet in the main floor bathroom, they just need to come in and do it.

Website - Doris Davis-Fritsch

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- Unique Visitors 2021:
 - Jan. – 791
 - Feb. 21 – 918
 - March - 1,686
 - April – 1,844
 - May – 2264
 - June 22 - 1020
- The Membership information should be more prominent/easy-to-get-to from the Home Page, especially with the virtual house tour coming up.

Technology – Vicki Profitt

- No report.

Volunteers – John Laurence

- Dominic has given John a flash drive with the Lift Bridge photos on it. They will be curated into a presentation for the museum's computers.
- Two teen volunteers are going to participate in the Scarecrow Festival.
- John and Vicki are planning two Zoom training sessions for volunteers in January and February.
- The Museum's last day this year will be Sunday December 12th.
- Volunteers will be refreshed on some procedures, including how to properly record sales.

Thursday Morning Crew – Lucy McCormick

- No report.

House Tour (Virtual; Fall) – Lucy McCormick

- The 2021 virtual house tour is in the hands of our filmmaker, Noah Lucia, who is synching the film footage, the historic still photos, and the recorded narration. As each home is complete, a few members of the house tour committee will review each segment.
- The committee is planning a **Premiere viewing for the homeowners** on Friday, October 1. The viewing will be available to the **PHS membership for the month of October**, with **showings at the museum on October 19, 7 pm, and October 24, 2 pm**, for those without online access. A special thank you to Bill Poray for narrating the scripts.
- The house tour committee will be advertising the house tour and memberships at the Farm Market on September 11.
- Jim, Dave, Lucy and Charles will all work together to make sure the correct email membership lists are given the link to the house tour.
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Vice President's Report – Vicki Proffitt

Events

- A new local history group, The History Network, comprised of area municipal and casual historians, museum staff and historical society volunteers, will meet at the Fairport Museum at 9:00 am on Wednesday, September 15. PHS will supply bottled water and pre-packaged snacks.
- Fairport Historical Club meeting here in September, October, and November.

- We return to in-person programming at the museum on Tuesday, September 21. Masks will be required for all program attendees. The speaker will not be required to wear a mask. Don Shilling is presenting “The Seven Cs of Fairport.”
- Tuesday, October 19 at 7:00 pm and Sunday, October 24 at 2:00 pm, the 2021 virtual house tour will be shown to PHS members.
- Tuesday, November 16 at 7:00 pm, Bill Poray will present about the Potter family.
- Tuesday, December 7 at 7:00 is the Yuletide finale.
- Sunday, December 12 is the museum’s last day open in 2021.

Exhibits

- The COVID exhibit replaces the Mushroom House exhibit at the Town Hall. The Mushroom House is back at the museum and in the south wing.
- The atrium exhibit features ice cream molds.

Collections & Donations

- Nancy Slaybaugh and I continue to work on collections management.

Gift Shop

- Linda Wiener and I will complete the gift shop inventory within the next few weeks.
- I am looking for new product for the gift shop.

Additional information

- We need assistance cleaning the museum to prepare for the September events.
- Charles was able to get the printer/copier at the back of the gift shop working again after the severe thunderstorm of June 21 derailed it. No current problems with the copier.

Communications – Jane DeMeis

- Request from FMA for inserts for a “Welcome to Fairport” package for new residence. Sent request to Vicki.
- Sent out a Kudos message about Mike DeGoey working on the grounds; many people Liked it on Nextdoor.
- Will be working with Joyce and Lucy on House Tour publicity. Met with Joyce; we decided to send out a small membership drive announcement to get people to sign up for the tour.

Membership – Jim Unckless

- Eighty-eight percent of members have an email address on file.
- The new membership brochure is finished and renewals are coming in.
- There has been no negative feedback about the price increases so far.

Historigram – Bill Poray

- The September issue includes a membership page, so it will be 10 pages. It is at the printer's now. Folding will occur this Thursday the 26th at 9:00 am.

Old Business

- The private parties policy is on hold due to pandemic.
- Program room handicapped access.
- Repairs by the village.

New Business

The safety procedures for being open in case of a COVID spike were reviewed and found to be fine "as is."

Next meeting: The next meeting is scheduled for September 28th, 2021 at 7:00 pm at the Museum. That meeting includes an election of officers.

The meeting was adjourned at 7:32 pm.

Respectfully submitted,

Suzanne Lee, Secretary