



Board Members (in attendance unless noted as absent):

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

Others Present

Kay Joslyn

PHS Board of Trustees Meeting Minutes
May 24, 2022

A regular meeting of the Board of Trustees was held on May 24th, 2022 at the Museum. The meeting was called to order at 7:00 PM by President Vicki Profitt.

Secretary's Report and Minutes. Suzanne Lee

Minutes of the regular Board of Trustees meeting from April 26th were presented for approval. *Minutes were accepted on a motion made, seconded, and carried.*

Treasurer's Report. Linda Wiener

- **Treasurer's report for April 2022** was presented as follows:

Balance sheet – Total assets and equity = \$167,244. Total cash of \$53,025 (a decrease of \$5,578 from March).

Profit and Loss for month: Net loss for April of \$5,607.

Profit and Loss actual compared to budget: Year-to-date through August 31, 2022:

Income \$31,634 compared to \$29,123 budgeted for 2021-2022 (109% of budgeted amount)

Expenses \$30,920 compared to \$24,272 budgeted for 2021-2022 (127% of budgeted amount)

Net Income \$713 compared to \$4,851 budgeted for 2021-2022.

Linda is working on getting QuickBooks online.

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

Committees

Website - Doris Davis-Fritsch

- House tour information has been added to the website.
- Unique Visitors: 2022
 - Jan. – 1,601
 - Feb. – 1,591
 - Mar. 20 - 1,860
 - Apr. 25 – 1,494
 - May - 1,508

Volunteers – Vicki Profitt

- No report.

Property – Vicki Profitt

- The new chairs and carpet received a lot of compliments at the program Tuesday night.

Technology – Vicki Profitt

- Microsoft 365 training is on hold.

Thursday Morning Crew – Lucy McCormick

- As a group, work paused until fall. People and Building files were transferred to new file cabinets. Photos from Environmental Room have been filed in People files.

House Tour – Lucy McCormick & Kay Joslyn

- Things are going well and are on track. There are six houses confirmed.
- To help promote the Tour, perhaps we can have the What is it? Table at the Farmer's Market the Saturday before the tour in the fall.

Colonial Belle Cruise – Kay Joslyn

- Preparations are on track. Members are already asking about tickets.

President/Director's Report – Vicki Profitt

Programs and Events:

- The in-person encore of Rob and Carole Lillis' Historic U.S. Route 20 presentation took place Wednesday, April 27 at the Fairport Library. 85 attendees.
- Greenbrier Garden Club annual plant sale was Saturday, May 7 from 9-12 on the steps of the museum.
- I gave a talk to the First Congregational Church morning circle about PHS on Tuesday, May 10.
- The Erie Canal Bicentennial Cemetery Tour was Tuesday, May 17. 100 attendees.
- Wendy Murray will give an Underground Railroad talk on Sunday, May 29 at the museum.
- Plans are moving forward for the museum to host Barry Childs' Gyros Men's Club luncheon on Thursday, June 9. I will give a PowerPoint about PHS/museum/local history and a brief tour of the museum.
- Tuesday, June 21 is the PHS members-only open house. Betsy Ogles is confirmed as the artist. I'm still working on securing the music and authors.

News:

- The program room carpet was installed on April 27 by Messner Carpets.
- I submitted the Town of Perinton COVID grant on 5/12/22. They will fund up to \$7,500. Our request was for \$6,643.02 to reimburse PHS for our Zoom subscription since December 2020, face masks, social distancing signage, welcome back banner, professional museum cleaning and for the program room carpet.

Exhibits:

- The Valentine exhibit was removed from the atrium and the long case now features an Erie Canal exhibit.
- An exhibit about the Hallock Collapsible Box Company was created in the L-shaped case outside the program room.
- The atrium window case exhibits feature the DeLano family and surveyor transits.

Collections & Donations:

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

Gift Shop:

- The Christmas ornaments are on order. They feature the lift bridge, new mule sculpture and the box factory

Communications – Jane DeMeis

- Publicity went out for the Plant Sale (which had a good turnout), The Canal Folks Cemetery Tour, and for The Underground Railroad. Getting published now in the Pennysaver regularly.
- **Fairport Merchants meeting:**
 - There is no meeting in June
 - There is a Memorial Day Parade at 10:00am.
 - Canal Days: You can start setting up at 6:00 am Saturday. Getting in and out of the Village will be restricted, so parking and getting into the main areas will be difficult. Parker Street Bridge will be open.
 - July 11th Cycle the Erie will be in town. They will be transporting people into the Village. They are staying up at Center Park Rec Area. 700 people expected.

Membership – Jim Unckless

- We have had 80 new memberships since June 1 (last year, we had 15 new members in that same timeframe).
- Renewal letters will be sent out in mid-July to those who haven't renewed by then.
- Memberships and dues are up over last year.

Historigram – Bill Poray

- As is generally the case, there will be no Historigram produced for June or August.
- The deadline for submissions of content for the July issue is June 15th.
- If your committee or initiative has unique content requirements for the July issue, please try to let me know relatively soon, so we can plan for the space required.

Old Business

- **Canal Bicentennial Event – Lucy McCormick**
 - A fun afternoon with good attendance. Difficult to keep track of numbers as attendees also came for other events. Had about 100 people stopping by our booth, kids too. Thank you to all who assisted,

including the muscle power setting and dismantling the booth. Thank you to Bill Poray for communication with the village.

Booth had artifacts and information about Fairport and the canal:

-Packet boat race for children

-Costumes, donned by some children, some adults

-Horn display and paper horns for children

-Packet boat model and painting display

-Transit instruments

-Bob and Cindy Hunt doing costumed interpretation of a packet boat captain and his wife

- Wedding of Waters sketches and photos, 1825 and 2005 PHS re-enactment

-Development of the canal in Fairport included Jean Whitney's photos looping on monitor and Bill Poray's news articles on packet boat stops at Hartwell's Basin in 1822.

Photos of attendees and canal display information will be highlighted on easel bulletin board and updated as other canal celebration events occur.

- **June 21st Members-only event:**

- We need a musical act, an artist, and an author. Various suggestions were made; Vicki and Jane will follow up.

Linda will look into a demonstration of Wildlife Defenders (Bridges for Brain Injuries group).

- Suzanne Lee will once again host a "What is it?" table. If anyone has items for this, please contact Suzanne.
- Lucy will look into cookies from Clawson's, Linda will get small bottled water from Wegman's.
- We will have a membership table first, then other events – ballots, Colonial Belle Tour tickets, etc. will all be separate tables to avoid congestion.

New Business

- **Canal Days June 4&5**

- We will not be selling any items except memberships. We will focus on activities (What is it?, Lucy's boat race game, the photo props, etc.), and perhaps a slide show.

- **Nominating Committee**

- The board members whose terms are up this year are:

Keith Boas, Suzanne Lee, Bob Hunt, and Matt Wells. Bob and Matt are stepping down.

Nancy Slaybaugh and Kay Joslyn are willing to stand in their place for the term 2022-2025. These are the four names that will appear on the ballot for Members Night voting.

We need to add at least one additional board member, so please think about candidates and discuss with Vicki.

- **Strategic Planning**

- Linda and Jane are going to lay out a format for a strategic planning session to discuss long-term plan for the society and the museum. If anyone would like to join them, talk to Linda.

Next meeting: The next regular Board of Trustees meeting is scheduled for Tuesday June 28th at 7:00 pm at the Museum.

The meeting was adjourned at 8:12 pm.

Respectfully submitted,
Suzanne Lee, Secretary