



**Board Members (in attendance
unless noted as absent):**

Boas, Keith (2025)
DeMeis, Jane (2024)
Joslyn, Kay (2025)
Lee, Suzanne (2025) ABSENT
McCormick, Lucy (2023)
Poray, Bill (2023)
Profitt, Vicki (2023)
Slaybaugh, Nancy (2025)
Unckless, Jim (2024)
Wiener, Linda (2024)

Others Present

Bowley, John
Fiero, Nadine

PHS Board of Trustees Minutes
January 24, 2023

A regular meeting of the Board of Trustees was held on January 24, 2023, at the Museum. The meeting was called to order at 7:01 by Vicki Profitt.

Secretary's Report and Minutes. Suzanne Lee

Minutes from the regular meeting from December 13, 2022 were presented for approval. *All minutes were accepted on a motion made, seconded, and carried.*

Treasurer's Report. Linda Wiener

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

Balance sheet – Total assets and equity = \$149,400. Total cash of \$75,494 (an increase of \$2,811 from November).

Profit and Loss for month: Net income for December of \$2,750 (YTD \$9,411).

Profit and Loss actual compared to budget: Year-to-date through August 31, 2023:

Income \$28,027 compared to \$23,841 budgeted for 2022-2023 (118% of budgeted amount).

Expenses \$9,414 compared to \$17,949 budgeted for 2022-2023 (52% of budgeted amount).

Net Income \$18,614 compared to \$5,929 budgeted for 2022-2023.

December's Treasurer's report was approved on a motion made, seconded, and carried.

- Our 1099s were sent this week.
- We received a \$3,000 bequest from the estate of Robert Shaw.

COMMITTEES

Website – Doris Davis-Fritsch

No report.

Volunteers – John Bowley

- A volunteer kick-off event will be held on **Saturday, February 25**, 10:00 am to 12:00 pm.
- The March volunteer calendar is a challenge, as many volunteers are snowbirds.
- Training for the volunteers will include use of the Square for transactions and the location of reference materials in view of reorganization of many files and documents. Lucy McCormick, Jean Whitney, and Nancy Slaybaugh will assist with that.

Property – Vicki Profitt

Ongoing Paul Feeley discussion list:

- Front door issues with closing and insulation.
- Replacement of hot water heater pipes and heater.
- Crumbling bottom section of steps leading up to the museum front door.
- Remediation of the foundation surrounding the program room. The lack of sealant is contributing to the paint bubbling on the walls.
- Repainting the program room.
- Gutter cleaning should be maintained by the village, not PHS.
- Revisit the idea of having the village clear the snow in front of the museum steps.
- The lock on the door to the basement stairs in the main entryway is not working properly.

Technology – Vicki Profitt

- Nancy and I are reevaluating the PastPerfect program and exploring other options for artifact management.
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Thursday Morning Crew – Lucy McCormick

The diligent crew is accomplishing a great deal:

- Both the wars and the trolley/railroad files are being organized into notebooks

- Cross-referencing between house tour notebooks and the streets/buildings files continues
- New labels have been created for the old and new file cabinets; these will need adjustment periodically.

House Tour – Kay Joslyn

The Forest Hills development was considered but not chosen because there is no on-street parking allowed on any of the streets and tour-goers would have to park at Wegmans and walk across Fairport Road. The committee investigated using a shuttle bus, but the cost was prohibitive. Also, the Homeowners Association has not responded with interest in the tour.

Therefore, **West Church Street was chosen for the tour**. The committee has walked the area with Bill Poray, homes were photographed, and current homeowners and a few facts were researched. The house tour committee will meet soon to determine to which homeowners a letter will be sent, and to draft the letter.

Strategic Planning Committee – Jane DeMeis

The Strategic Planning Committee met on January 18th via Zoom. The Committee moved to use a Google form for the upcoming Survey. The committee is still working on the first survey, who it is going to, and what the questions will be. It was decided that when the survey is created, the committee will present it to the PHS Board prior to it going out.

Colonial Belle Cruise 2023 – Kay Joslyn and Nadine Fiero

A cruise on the Colonial Belle is planned for **Saturday, July 15, 2:30-5:30**. Tickets may be paperless on Eventbrite. Suggestions were given to make this year's event different from last year's:

- advertising the event to the general public
- simple refreshments
- partner with My Wine Bar Too to offer some sort of after-cruise discount
- gift bag of goodies – PHS ornament, etc.
- canal trivia game
- canallers/important figures in Fairport's history in costume circulating the boat

Vicki will sign the contract and a deposit will be made.

President/Director's Report – Vicki Profit

Programs and Events:

- January 17 - Rochester Theatre Organ Society presentation at the Fairport Library. 80 attendees. The event was sold out and the presenters would like to give the program again in the summer.
This program received much positive feedback. Also noted was the fact that several people are able to play the museum organ.
- Upcoming:
February 21 – Chief Mike Hoskins presents “Perinton Ambulance Then & Now” at the Fairport Library, 7:00 pm.
March 21 – Sharon Dwyer Buzard presents a program about Rochester artist Maud Humphrey at the museum, 7:00 pm.
April: Historic Preservation Commission.
May: Cemetery Tour.
June: Members’ Event will feature First Responders, including Perinton Ambulance, the Fairport Police, and the Fairport Fire Department.
July: Colonial Belle canal cruise.

In conjunction with the FPMA’s acquisition of a caboose placed by the railroad viewing platform, a railroad exhibit will be created, and railroad related items will be sold in the gift shop. This could be an opportunity to involve children as well.

Linda Wiener suggested hosting a program on the railroad viewing platform, inviting the crew that often hangs out there to explain how that operates. That would be a unique program that might attract PHS members and others.

Jean Whitney and Susan Angevine are currently organizing photos and documents on trolleys and railroads.

A reminder that a solar eclipse will take place on April 8, 2024. Viewing in the Rochester area will be about 3 pm. This could be a wonderful event opportunity for PHS.

News:

- The FPMA will pick up the gnome home soon.

Exhibits:

- The Erie Canal exhibit has been removed and replaced with an Odd Fellows exhibit.

Collections:

- Nothing new to report.

Gift Shop:

- I'm exploring new vendors for other gift shop items.
- John & Nancy Bowley and I will meet this week to discuss Square training and the Volunteer Orientation agenda.

Communications – Jane DeMeis (via email)

- Publicity for the Wurlitzer presentation went out in December and again in January. Publicity went out on the Perinton Ambulance Presentation.
- **Fairport Merchants meeting was 1/24 at 8:30. Notes from meeting:**
 - Request for new brochures for the kiosks by the Canal. She said there are over 1000 people who access this. Pam is developing a new brochure and requested information for this. 350 boater bags went out with over 100 new residents.
 - Canal Days is June 3 and 4th.
 - The Town is creating a memorial for Officer Anthony Mazurkiewicz.
 - Skate Park is moving forward.
 - There will be a real Caboose placed in the rail viewing park in the Village.
 - Bathrooms in the Village are waiting on doors to be finished.
 - There will be an event on Rail Safety in June. (Might be an opportunity for PHS to do something on the history of the railroad in Fairport)
 - New book coming out: "100 things to do in Rochester before You Die." Fairport is mentioned.
 - Canal will be filled early in May because of the PGA. Colonial Belle will be operated early May also. 4th graders are cruising on the Belle as part of the NY curriculum. Belle is getting filled quickly.
 - Nancy Ragus talked about the upcoming 2024 eclipse. (The RMSC has ordered 6000 eclipse-viewing glasses.) They expect a LOT of people to come to Monroe County.
 - I am giving notice that I will no longer be able to regularly attend the Merchants' Association meetings. I have a class on Tuesday mornings and they conflict.

Membership – Jim Unckless

Individual memberships are up from 78 last year to 94 so far this year.

Family memberships have increased as well, from 47 to 74.

A dues increase was discussed briefly, with a decision to keep dues the same rate as it had only been two years since they were increased.

Bill Poray emphasized the current dues structure seems to be working well for us presently as many donations are also being made, membership is growing, and we've managed to stay clear of financial hardship.

Historigram – Bill Poray

- No update.

Old Business

- None.

New Business

- Vicki shared that **FPMA has a new kiosk for literature** for businesses and organizations. PHS will put brochures there and has distributed many other brochures, including those for boater bags. PHS could use multiple brochures (ways to support us, etc.) and would do well to revise the current brochure using color and more appealing graphics. Vicki will ask Pam Renfro for recommendations on a company we might use to produce these. The Village Partnership subsidizes communications of member organizations.
- The last **museum cleaning** was done in December of 2021. It is due for cleaning. Nancy Slaybaugh will investigate cost of a service.
- **Canal Days are scheduled for June 3-4.** PHS will participate. It is suggested that we request a location next to a building.

Next meeting: The next regular Board of Trustees meeting is scheduled for Tuesday February 21st at 7:00 pm at the Museum.

The meeting was adjourned at 8:45 pm.

An executive session began at 8:47 and ended about 9:13.

Respectfully submitted,
Suzanne Lee, Secretary