



**Present:**

Buchanan, Ray  
Delehanty, Sean  
Hunt, Robert  
Poray, William  
Profitt, Vicki  
Unckless, James  
Whitney, Douglas  
Wiener, Linda  
Wild, David  
Wolf, George

**Absent:**

Wilcox, Deb, House Tour

**Others Present:**

Davis-Fritsch, Doris  
Mkt&Web  
Keeler, Bill, Curator  
May, Patricia, FPMA

**PHS Board of Trustees Meeting Minutes**

June 25, 2013

Approved

A regular meeting of the Board of Trustees was held on June 25, 2013, at the PHS Museum.

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

**Secretary's Report and Minutes.** Doug Whitney

Minutes of the regular meeting of the Board of Trustees on May 28, 2013, were approved as submitted with the following correction:

- Page 3, Farash Foundation Report. Presented by Bob Hunt, not Vicki Profitt.

**Treasurer's Report.** Linda Wiener

Treasurer Linda Wiener submitted her written report as follows:

May 31, 2013 treasurer report highlights:

For fiscal year September 1, 2012 – May 31, 2013, shows the following:

(1) balance sheet shows total assets and equity of \$103,696 as of May 31 30, 2013, up \$2,387 from April; (2) profit and loss for 09/1/2012 – 5/31/13 is a net loss of \$ 506, as compared to a net loss of \$3,525 in April 2013; (3) total year to date income compared to budget total income projected for year was \$11,505 v. \$8,880 or + 30%, (4) total year to date expense compared to budget total expense projected for year was \$12,011 v. 10,011 or +20%.

Treasurer's report accepted and approved as submitted.

**Vice President's Report.** Vicki Profitt

June Program.

Tuesday, June 18, 2013. Tour of Elmwood Cemetery with Vicki Profitt and Suzanne Lee with enactment. 12 actors played the parts of cemetery residents. Weather was perfect. 75 people attended.

Upcoming programs.

September 17, 2012. Deb Wilcox will do a lead in program for the House Tour.

October 6, 2013. Annual House Tour.

November 12, 2013. Bill Poray

December 10, 2013. Annual holiday party

Monday, March 14, 2014, FHM hosts the Fairport Historical Club. Vicki to give presentation on main floor of FHM.

**Membership.** Jim Unckless

Current membership is 410.

If we assume that Family, House Tour Host, Patron, and Senior Couple average 2 people each, our 410 members translates to 650 persons.

Executive Committee recommendation that PHS make its email list available to PHS only. Membership list is privileged information and shall not be released. Approved by Board vote.

**Historigram.** Bill Poray

July issue will be published and distributed shortly.

No August issue

September issue may have 2 additional pages, if required to accommodate House Tour information and feature one of the 2 winning scholarship essays.

**Scholarship Committee.** Bill Poray

2013 Scholarship winners are Samantha Broking and Jessica Wurzer. Their essays will be published in the September and October Historigram.

Frank and Catherine Angevine have pledged \$500 to the Scholarship fund for 2014 on condition that 2 \$1,000 scholarships will be awarded.

**Curator.** Bill Keeler.

Canal Days net sales were \$34.00.

Accession Directory. How to handle accession items.

Bill is transcribing postal service at home.

Basement floor flooded from June cloudburst.

**Director.** Vicki Profitt

No report

**Communications / Correspondence.**

Thank you notes for Scavenger Hunt and Garden Club for sale.

Pat May wants to convene a planning group for this Committee.

Discussion about new Business level membership and what benefits should this carry. After discussion it was moved, seconded, and carried that Business membership benefits shall include recognition in Historigram, on plaque in Museum, and on Website, but no discounts.

**Committee Updates.**

**Executive Committee.** Bob Hunt.

**Email Policy.** Executive Committee recommends that PHS make its email list available to PHS only. Membership list is privileged information and shall not be released. See above.

**Fund Raising.** Request each Board member to submit at least 1 fund raising idea for discussion at the August Board meeting.

**Computer/Communications Committee.** Jim Unckless

Upgrade Past Perfect

**Website.** Doris Davis Fritsch

Written report submitted.

Archival capability has been completed by Writ Wright.. Doris is in process of downloading all files originally on the “me.com” site. She has spent about 15 hours so far.

She has spent about 45 hours on May/June Website Activity and Marketing Communication.

**House Tour.** Deb Mabry

No formal report. Deb advises Bob that the things are moving along fine

**Old Business.**

**Eagle Scout Project.** Vicki. Due to flooding from rainstorms, work is on hold. All paint and materials have been obtained.

**Saturday Day of Service SUNY Brockport Community Service Project.** Vicki. We have applied and been accepted. We will have about 20 student volunteers on hand on Saturday, August 24, for cleaning..

**July 4<sup>th</sup> Float.** Dave Wild. Ann Castle and David are on top of this.

**Fairport Savings Bank Community Champions.** Vicki. There were 3 winners, PHS was not one of them.

**Rochester Area Community Foundation Grant.** Vicki. PHS has applied. No word yet.

**Farash Foundation Arts Grant.** Bob Hunt. In process, nothing yet.

**Saturday Hours.** Bob and Vicki. Going well, but hard time staffing, especially in July.

**New Business.**

**Window Wells.** Recent rain storms have resulted in basement flooding. One of the culprits is the window wells which fill up with water and then leak into the basement. Possible solutions: buy or build window covers of wood and/or fiberglass, estimated cost \$2,000 – 3,000; and/or possible grading away from building. Requires further investigation and report at next Board meeting.

**2013-14 Budget.** Proposed budget has a deficit. Discussion for closing the deficit centered on (1) increasing fund raising (see below), (2) reducing expenses, (3) cutting the scholarship from \$2,000 to \$1,000, and (4) having each Board member contribute to close the deficit. Further discussion to be held at August Board meeting.

**Future Meetings.**

Next regular meeting of the PHS Board of Trustees is on **Tuesday, August 27, 2013, at 7:00 PM, at the Museum.** Main topics to be covered are: 2013-14 budget, and fund raising. Each member is requested to submit at least one fund raising idea to Vicki by July 31.

Motion to adjourn made, seconded, and carried at 8:40 PM.

Respectfully submitted,

Douglas W. Whitney, Secretary

Note: All Committee and other reports submitted are filed with these minutes.