



Present :

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

Absent :

Alliger, Joan
Poray, William
Wild, David

Davis-Fritsch, Doris
Mkt&Web
May, Patricia, FPMA

Others Present :

Keeler, Bill, D&C
Mabry, Deb, House Tour

PHS Board of Trustees Meeting Minutes

January 8, 2013

Approved February 26, 2013

A regular meeting of the Board of Trustees was held on January 8, 2013, at the PHS Museum.

The meeting was called to order at 7:23 PM by President Bob Hunt.

Secretary's Report and Minutes. Doug Whitney

Minutes of the regular meeting of the Board of Trustees on December 18, 2012, were approved as submitted.

Treasurer's Report. Linda Wiener

Treasurer Linda Wiener reported as follows:

- We continue on target based on budget.
- Interest income is below budget projection.
- Asset base remains strong. \$25,000 in bank accounts including CDs; \$69,000 on account with RACF. These are up \$1,729 and \$6,310 respectively over last year.
- Charitable 500 report registration and reporting - application in process
- Cash is growing, transferred some funds from operating to money market.
- December treasurer report highlights:

For fiscal year September 1, 2012 – December 31, 2012, shows the following: (1) balance sheet shows total assets and equity of \$94,130.70 as of December 31, 2012, down \$469.05 from November; (2) profit and loss for 09/1/2012 – 12/31/2012 is a net loss of \$470.12, as compared to a net loss of \$455.99 in December 2011; (3) total year to date income compared to budget total income projected for year was \$6,709 v. \$5,856, or +15%, (4) total year to date expense compared to budget total expense projected for year was \$4,388 v. \$4,222, or +4%.

Treasurer's report accepted and approved as submitted.

Vice President's Report. Vicki Profitt

Upcoming Programs.

Sunday, January 13, 2013 @ 2:30 PM, Museum. Children's program. Learn about patent medicine and create your own medicine label. Permission requested to hold event in January at the Museums was previously requested and approved.

Tuesday, January 15, 2013 @ 7:00 PM, Fairport Public Library. "The History of Rochester City Hospital", with Kathleen Britton. Advance attendance registration is required through the Library.

Wednesday, January 23, 2013 @ 6:30 – 7:30 PM, Museum. "Playing the Past" badge for Suzanne Lee's Jr. Girl Scout Troop 214. Focus will be on play and clothing /accessories of the past. Permission was previously requested and granted to allow Suzanne in to look at items and plan program in advance and to use Museum in January.

Tuesday, February 19, 2013 @ 7:30 PM, Museum. "Heroes in the Attic: Civil War Soldiers", with Dennis Bielewicz.

March 19, 2013. Open at this time, possible impersonation, e.g. Abraham Lincoln.

April 16, 2013. Open at this time.

May 21, 2013. Annual meeting and picnic

June 18, 2013. Cemetery Tour with Vicki Profitt. Place and time to be determined.

Membership. Jim Unckless

Jim submitted a written report of status thus far. As of 1/18/13 we are ahead of last year by 131 (50%) more memberships, \$1,282 (25%) in dues, and up \$264 (20%) in contributions.

In October, Jim sent post cards to 51 2011-12 members who had not renewed. To date 27 or 53% have renewed.

President Bob wants to discuss membership levels and donation levels at the February Board meeting.

Historigram. Bill Poray

Deadline for February issue is January 15.

Please consider submitting items for publication you think are important or interesting for PHS members.

Non-time sensitive articles are great because they can be used when space allows.

Scholarship Committee. Bill Poray

Catherine Angevine will join Clark King and Sue Roberts as judges.

Bill will continue to do everything else re. scholarship program including working with the judges.

Curator. Bill Keeler.

No report.

Director. Vicki Profitt

Community Wishbook. This is a program that provides online or print products for 501(c) (3) organizations. To participate an organization must sign up and its request be approved. PHS would have to submit request for items it might want.

Docent Program. Vicki and Bill Keller are working on training program. 8 people have signed up to date.

Facebook. 40 followers so far.

Publicity. Children's programs in Parent s magazine. Adult programs in City East, Pennysavers.

Improve attendance at programs. Family Bingo nights; Festival of Trees; Sponsoring display cases for local groups; Continue Scouting programs and enhance, e.g. History merit badge.

Communications / Correspondence. Joan Alliger

No report.

Vicki expressed her thanks for publicity to date.

Committee Updates.

Property Committee. Ray Buchanan

President Bob Hunt has still to meet with Village Administrator Ken Moore with 2013 budget requests.

List of 2013 projects presented.

Smoke detectors have not yet been installed but will be.

Eagle Scout project will be to repaint downstairs basement area.

Request will be made to the Village of Fairport to trim tree in rear of Museum property.

Bob Hunt will paint the exterior sign.

Computer/Communications Committee. Jim Unckless

Still need to meet with Evan Tzimas of Innovative Solutions. Jim will follow up

Website. Doris Davis Fritsch

Drop box.

Tech Soup provides software and hardware to non profits at a discount.

House Tour. Deb Mabry

The following have volunteered to work on the 2013 House Tour: Jeanne Cole, Lucy Mc Cormick, and Elaine Lanni. Jim Unckless will participate in his capacity as membership coordinator.

Elaine Lanni has volunteered to assist Deb this year as co-chair and assume the co chair position for 2014.

Proposed date for 2013 House Tour for Sunday, October 6, 2013 was approved by vote of the Board.

Old Business.

PHS Committee list and proposed schedule of events for 2013 were distributed.

Volunteer Recruitment Committee will consist of Bob Hunt, Pat May, and Doug Whitney

New Business

Executive Session. Moved, seconded and carried to go into executive session to discuss personnel matter. After executive session a resolution was unanimously adopted to retain Vicki Profitt to serve as Director of PHS, effective January 1, 2013, for \$300 per month as an independent contractor.

Future Meetings.

Changing Regular Board of Trustees Meeting Date. Discussion was held about changing the regular meeting date of the Board of Trustees from the 2nd Tuesday of each month to another date in order to accommodate Bill Poray's conflicting schedule commitment as newly appointed Perinton Town Historian. President Bob will investigate and try to poll the members

of the Board between now and the February Board meeting. (Secretary's update: President Bob conducted his investigation and poll and the regular meeting of the Board of Trustees will be held on the 4th Tuesday of each month effective February 2013, **making the next regular Board of Trustees meeting on Tuesday, February 26, 2013, at 7:00 PM, at the Museum.**)

Motion to adjourn made, seconded, and carried at 8:50 PM.

Respectfully submitted,

Douglas W. Whitney, Secretary

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