



Present:
Buchanan, Ray
Delehanty, Sean
Hunt, Robert
Poray, William
Profitt, Vicki
Unckless, James
Wiener, Linda
Whitney, Douglas

Absent:
Alliger, Joan
Wild, David
Wolf, George

Others Present:
Davis-Fritsch, Doris
Mkt&Web
Keeler, Bill, D&C
May, Patricia, FPMA

PHS Board of Trustees Meeting Minutes

Approved

December 18, 2012

A regular meeting of the Board of Trustees was held on December 18, 2012, at the home of President Bob Hunt and his wife, Cindy.

After an enjoyable dinner and social time, compliments of President Bob, the meeting was called to order at 7:25 PM by President Bob Hunt.

Minutes.

Minutes of the regular meeting of the Board of Trustees on November 13, 2012, were approved as submitted.

Treasurer's Report. Linda Wiener

Treasurer Linda Wiener reported as follows:

- Gift shop inventory has been completed at estimate of \$7,000. Will be added to assets on balance sheet as of 12/31/12
- Charitable 500 report registration - application in process – list of open items being worked on.
- Cash is growing, transferred some funds from operating to a CD.
- ROC the Day generated contributions of an estimated \$270.
- We continue on target based on budget.
- Interest income is below budget projection.
- Asset base remains strong. \$26,000 in bank accounts including CDs; \$69,000 on account with RACF.

- November treasurer report highlights:

For fiscal year September 1, 2012 – November 30, 2012, shows the following: (1) balance sheet shows total assets and equity of \$94,599.75 as of November 30, 2012, up \$2,722.84 from October; (2) profit and loss for 09/1/2012 – 11/30/2012 is a profit of \$1,677.84, up \$311.12 as compared with November 2011; (3) total year to date income compared to budget total income projected for year was \$6,056 v. \$5,105, or 119%, (4) total year to date expense compared to budget total expense projected for year was \$3,265 v. \$1,363, or 1.03%. Treasurer's report accepted and approved as submitted.

Vice President's Report. Vicki Profitt

Programs.

Wednesday, November 14, 2012 @ 7:00 – 8:00 PM, Museum. Brownie Troop

63013 (3rd graders) program about canals and Fairport with Jean Keplinger and treats. Vicki gave the girls a brief tour of the canal related displays in the museum including the Carl Peters mural. Jean Keplinger gave a 40 minute power point about the Canal. Attendance was 15, 11 Brownies and 4 leaders.

Tuesday, November 20, 2012 @ 7:30 PM, Museum. "The Incredible Life of Oliver Tomlinson a Perinton Pioneer – After He Left Perinton", by Bill Poray. Assisted by holdings of the Museum pertaining to Oliver Tomlinson, Bill presented the high points of his life. Attendance was 36. Irene Poray baked cookies for the event.

Sunday, December 9, 2012 @ 2:30 PM, Museum. Kid's Holiday Open House. Attendance was 29, 18 children and 11 adults. The program was an open house so kids and parents dropped in between 2:30 – 3:30 PM. They could create holiday themed craft items with available materials and enjoy Christmas music and treats. A plate of cookies for the party was donated by Mary Bartolotta of Mooseberry Café.

Tuesday, December 11, 2012 @ 7:30 PM at Museum. Annual holiday party. Samantha Anderson and Fairport music students. 45 attended. Great Christmas music and treats.

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.

Facebook. We now have 36 friends.

Retirement Card. A retirement card was circulated for signatures by Board members for Jean Keplinger who is retiring as Perinton Town Historian on December 31, 2012.

Membership. Jim Unckless

Jim submitted a written report of status thus far. As of 12/19/12 we are ahead of last year by 109 (38%) more memberships, \$1,305 (27%) in dues, and up \$272 (22%) in contributions.

Historigram. Bill Poray

Deadline for February issue is January 15.

Due to Bill's appointment as Perinton Town Historian, effective January 1, 2013, he will be reviewing his commitment to the Historigram. He will continue for now, but restructuring is in line for the near future. Bill cited that his primary job will be Town Historian and that allocation of his time will necessitate some changes in the Historigram's production.

Scholarship Committee. Bill Poray

Goal for 2013 is 2 \$1,000 scholarships.

Because of Bill's new job as Perinton Town Historian, responsibility for heading up the Scholarship program needs to be changed. At this point, Bill does everything. 3 judges are currently Clark King, Sue Roberts and Bill. Thoughts for possible successors are Jean Keplinger and Irene Poray. To be further discussed at the January Board meeting.

Curator. Bill Keeler.

Bill discussed the concept of docents for the Museum. Bill explained that current Museum volunteers are not docents. They act as research guides, scan documents, and watch the Museum. They are not docents because they are not knowledgeable about the collections and, therefore, are unable to give tours. Bill says that an effective docent program requires (1) an intensive training program and (2) a docent's manual. Bill volunteered to do both.

Communications / Correspondence. Joan Alliger

No report.

Committee Updates.

Property Committee. Ray Buchanan

President Bob Hunt has met with Fairport Mayor Fritz May, and will be meeting with Village Administrator Ken Moore re. Village's assistance with the Museum property. The Village's usual annual financial contribution is approximately \$2,000. Alarm system is a priority. The Village needs to assume responsibility for furnace cleaning.

Computer/Communications Committee. Jim Unckless

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

Website. Doris Davis Fritsch

Written report, dated 11/23/12 submitted. November hit a new record for hits with 977. However, top down loads were the Historigram and Scholarship information. Also interesting that 20 of these hits came from Facebook.

Old Business.

Locks for Museum. Bob Hunt

New lock system for Museum has been installed. All keys should work. If anyone experiences problems, contact Bob

New Business

Volunteers. Bob Hunt, Pat May, and Doug Whitney have volunteered to work as volunteer recruitment committee.

Other.

Fairport Perinton Merchants Association. Pat May advised that PPMA is planning a Winterfest with hockey on the Canal for February 7 and 17th, 2013. Does PHS want to participate? PHS will do a snow sculpture Whether or not the Museum will be open is to be determined.

Future Meetings.

2013 Schedule. All Board of Trustee meetings will be held on the 2nd Tuesday of each month except for the following: No meeting in July; December meeting will be on the 3rd Tuesday of the month due to the annual Christmas program on the 2nd Tuesday in December.

Next regular Board of Trustees meeting is scheduled for Tuesday, January 8, at 7:00 PM at the Museum. Please note that it will NOT be at the Fairport Public Library as previously proposed.

Motion to adjourn made, seconded, and carried at 8:25 PM.

Respectfully submitted,

Douglas W. Whitney, Secretary

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