

BARTLETT HISTORICAL SOCIETY BOARD OF DIRECTORS
MONTHLY MEETING

Reported Minutes:

Date: Wednesday, June 9, 2010
Time: 6:00 PM
Location: The Bartlett Historical Society

Attendees

President – Norman Head
Vice President – Bert George
Treasurer – Hannalore Chandler
Secretary – Tammy Bronejko
Web Master – Dave Eliason
BHS Member – George Howard

Curator – Kathleen Howard was excused from the meeting for she was visiting her family in CT.

Board Member Reports

Approval of Minutes – Tammy will prepare the minutes for the last two months that was missed for approval and send them out by the end of next week, Friday, June 18th. The current minutes will be handed in by Monday, June 14th for approval by board.

Membership Renewals & New Members – Norman would like to have the information documented month to month and year to date. As of now we will only be able to present month to month for we do not have the actual data from 2009 to compile an analysis year to date. As of this meeting please see attachment for membership renewals and new member with income.

For Member ship recruitment we have put together a sponsorship program for local business. This was presented and approved at the last month meeting, please see attached information. A binder has been implemented that will house monthly reports and membership efforts.

In effort to increase our membership, Harper Advertising and Promotions distributed 125 Candy Bars at the Bartlett Recreation Golf Tournament. The wrapper encourages participants to join the Society as a member for the inside of the wrapper was a membership form. A sample of the wrapper is in the Fund Raiser Binder.

Activity Report Website – Once again Dave has presented an outstanding data report on the hits and inquires of our website. To view the reports please reference the Website binder. Dave suggested that we seek sponsors for our website. It is suggested that we put together a budget to support this suggested so that we have a sponsorship goal to go after. Dave will put this together for the board by the next meeting. It has been suggested in the previous meetings for the Officers and the Board of Directors to have a section on the website password protected so all Officers and Board of Directors can access bylaws, policies and procedures along with appropriate forms.

Treasurer

Financial Report and 2010 Budget Update - they financial reports have been presented by Hannlore and have been placed in the Monthly Meeting Minutes and Financial Binder. If any one wishes to review them you will be able to find them at the chalet by next Friday, June 18th.

A motion was presented to remove the petty cash from the chalet. It was approved. Thus we do not have hours set nor have we focused on opening for the summer it is wise not to have moneys on the property.

Bert to contact Fair Point in regards to the phone bill and why we are paying so much, Bert to report by next month.

Business

President – Norman has proposed for the Bartlett Historical Society to attend a meeting with the Town of Bartlett, The Bartlett Recreation Department and the Bartlett Library to discuss the future home of the three to join together. The board agreed to attend and in our best interest for the future of the Society. Norman provided an update on the Bartlett Boulder Project

Vice President - Nothing reported

Curator – Tammy to report, Kathleen will not be attending. Kathleen has the Past Perfect in the laptop along with the laptop and is entering archival information daily. As Dave requested this meeting for a list of the items we have to place on the website, I will forward the message to Kathleen and create a deadline date for this to be completed. The scanner, copier is now in operation. It was discussed in previous meeting to start purchasing archival equipment and supplies, after much consideration we will not be pursuing this avenue for we feel the funds will be better spent in making sure that Past Perfect is accessible for the public to access. Once we have completed this project Dave will be able to place a link on our Website to Past Perfect. Kathleen has started our People to People and Obituary Archive. Kathleen is in the process of putting together our Categories and has started setting up the Chalet within these categories.

2010/2011 Programs

June 15th Railroading in Bartlett & Vicinity; Ben English – Tammy will forward a memo via email to all the members in regard to set and the things that need to be done before and the day of the event. Tammy to put out a mass email in-regards to the event.

August 17th – Tammy will put together the collateral and ask for approval so that we may start promoting this program.

Norman has suggested the following programs for 2011 and would like to finalize them by mid July. Please review again what was discussed during this meeting and get back to him with your suggestions.

January – 2011- there will be no program, an event will take place during this month

April –

June – In conjunction with the Jackson Historical Society the Howard Family will put together a program regarding their story.

August -

October – Annual Meeting – Kearsarge Peg Mill or The History of Story Land

January – 2012 John Allen – New Hampshire on Skies
History on the George Family – will be project for our 2012 proposed programs

NHHC Possible:

Jeff Warner
John Allen – New Hampshire on Skies
Jere Daniell – Colonia New Hampshire
Jere Daniell – Revolutionary New Hampshire
Allen Koop – Darby Field and the “First” Ascent of Mt Washington

150th Anniversary of the Auto Road

Looking for suggestions via email for we need to lock down programs by end of July.

2010 Events & Fund Raising Efforts

Open House Recap – Unfortunately our Open House was not successful, although thank you to everyone that helped prepare the Chalet and for the contribution in our fund raising efforts of a Bake Sale. Mrs. Kirk came by and planted flowers.

We will be participating in the Hellen Hayes 4th of July festivities. As a fundraiser we will have a booth to sell Cotton Candy. It will cost us .50 per bag and we will sell each bag for \$3 to \$4 a bag. Our profit margin is huge. We would need to sell 26 bags in order to cover our cost. We are projecting to make 200 bags of cotton candy, pink and blue. A huge favorite with the kids!

The What Not Expo will be held on July 10th and July 11th at the Josiah Elementary School presented by the Bartlett Recreation Department and Harper Advertising and Promotions. We have rented a booth to help increase our Fund Raising budget and Membership. We will sell our retail items and hopefully some yard sale items.

Concert in the Park begins Wednesday, August 4th, it was suggested that we sell special treats on two of the concerts date. The concerts are held every Wednesday in August, it is suggested that we participate to continue our efforts in presenting ourselves to the community. The Fund Raising Committee is preparing ideas and will present them at the next meeting

The Events/Fund Raising Committee has proposed a non program/project event for the Society. Our Snowflake Gala will be held on Saturday January 16th at the Grand Summit Ballroom. Our Fundraising effort with this event is within the ticket money. There will be plated dinner, entertainment for dancing and an Auction. This will give our current members a change to just have a good time and help support the society, tap into the Auction world and invite key buyers who we can solicit to become members as well as having a nice night out. This event also allows us to tap into the Ski Club data bases and promote memberships. This will be a semi formal event and we will pass out invitations at our Annual meeting. We will promote the event to the public with a medium budget in advertng.

Cookbook, Calendar, Vintage Note Cards, Annual Meeting will go over next meeting.

Annual Meeting

It was suggested that we hold our Annual Meeting at the Grand Summit Ballroom, due to our increasing attendance with our program it was suggested that we consider moving the annual meeting to the Summit opposed to Tuckermans Restaurant and Tavern. It was approved and the Event/Fund Raiser Committee will prepare the collateral along with the invitation with an rsvp cards for the July Newsletter. With a 148 active members we will need to start generating good attendance. The newsletter will include the dinner selection and cost with advertising our presentation.

Projects

Our ongoing efforts for the following projects.....Mapping and indexing of the Bartlett Cemeteries and other Cemeteries to identify public and private graveyard locations and compile gravestone inscriptions. We are in the process of contacting Marcia Dolly on her continuous efforts with this project. We will continue the genealogy project with continuous efforts. As of now the Life, Legends and Lore – Village Voices series with the Bartlett Village Mapping and The History Of..... will be on hold.

Bartlett Boulder – Norman is perusing and Ray Irving very interested, there is a meeting tomorrow afternoon where Norman will attend and get back to us. Kathleen Head suggested that we look into the Pequot Fund for funds need with the legal work; the owner is willing to cut down the trees around the boulder.

Due before the next meeting; the location of the Bartlett Obituary Book originated by Arlene Bailey, Norman stated that Kathleen said it was at the Chalet. We will need to respond to Ruth Abbott before the next meeting.

To be completed by next meeting; an update on Bartlett Cemeteries in which Marcia Dolly was handling.

Marketing

In the past three months I have been asking for everyone to contribute information for our Voices Campaign. The Voices Campaign is an Outreach Activity, where each Officer, Board of Director or Member can provide a list of contacts to help distribute our information and or create a larger volunteer list, find people who can devote an hour or two of their time with their much need talent and to also help generate new members and to create a community relationships. I would also like a list of location that you can think of to place our flyers and information about our Society. I will email each of you a sheet to fill out, print off as many as you would like. The previous deadline date was for May 12th. I really would like to have a list to enhance our advertising efforts more for the next presentation. The new deadline date is Wednesday, July 14th. Please bring them to the next meeting.

Newsletter

In the absent of other key volunteers to help support our Society it is up to the current Officers and Board of Directors to give as much input to our Newsletter as possible. Again the deadline date for all input for the Newsletter is due Friday, June 11th. Your final (last minute) submission date is Monday, June 14th. The Newsletter will be sent to the Officers and Board of Directors on or before Friday, June 18th for approval. The final must be approved by Wednesday, June 23rd. The scheduled mail date is Monday, June 28th.

Policies & Procedures

Tammy has provided each Officer and Board of Director a copy of our current Policies and Procedures, along with her begging process of suggested changes and additions. Please review the packet and follow the same sheet so that we may all have input to revising the Policies and Procedures. A Performance Description for each officer and Board of Directors has been provided for your review, editing and suggestions. In the efforts to give our Society a push with our History and Artifacts along with help in recording Genealogy and Obituaries it was proposed to place an ad in local advertising mediums for a Historian/Genealogist. We would be requesting volunteer time. A description of their performance was handed out for all of you to review, edit and make suggestions on what the ad should read.

A packet of forms was handed out for all Officers and Board of Directors to use. This packet includes, purchase order, expense report, reimbursement, request for stamps, petty cash disbursement, close out report and deposit ticket for memberships/donations. Please feel free to make a few copies of these forms so that you may have them on hand. Soon you will be able to access them through the website under the Officer/Board of Directors login. Tammy will convert all forms into a PDF format and forward to David.

Other

Meeting Monday, June 21 6:00 pm BHS Chalet, to discuss the future of the Bartlett Historical Society.

Tammy to provide a calendar for 2011 on Programs and Events together for a better overview.

New Business

George Howard paid us a visit to discuss the future of an Honor Guard. This will generate excitement with our Military Project, George and Bert to get together on Thursday, June 10 to finalize the details.

Message from George Howard Below:

We have seen a declining number of veterans participating in our Town's Memorial Day and 4th of July patriotic events and the declining numbers and health of our veterans of the Greatest Generation; WWII veterans. In an effort to reverse this trend the Military Committee of the Bartlett Historical Society has made a commitment to enter a veteran's contingent in this year's July 4th town parade. For starters, we are contacting veterans that are representative of the various conflicts from WWII to the present. As this contingent will be representing all our veterans of all services as well as our active military, personal appearance and the image we project will be critical to our success. In keeping with this goal, we request appropriate military uniform or sports coat attire be worn. The parade will be on Saturday July 3rd assembling at the ball field in Bartlett village at 10:00AM and conclude at noon at the Park. We plan a special recognition for our WWII veterans with a seated along the parade route for viewing of the Town parade.

We believe our success in this year's 4th parade will result in greater numbers in next year's Memorial Day and 4th patriotic events and bring to all the town's residents and in particular our younger generations of the commitment and sacrifice of these local veterans.

Date of Next Meeting: Wednesday, July 14, 2010; 6:00 pm at the Chalet!