

Historical Society of Clarendon, Vermont

Minutes

February 15th, 2017

Call to Order: 4:15 p.m.

Present at Meeting: Robert Underhill, Peter Savage, Heather Kent, Rebecca Mandolare, Joan Bixby, Robert Bixby, Richard Bersaw, Cindy Davis, Nicolette Asslin by telephone.

Minutes Approval: The minutes from the January meeting were reviewed and approved by members.

OLD BUSINESS:

Press Release and Flyer Approval: The press release and flyer for the society's official debut at Town Meeting were reviewed, discussed, and approved.

Donation Thank You Notes: Treasurer Rebecca Mandolare advised that the donation thank you notes had been completed and sent to donors.

Clarendon History Books: The Clarendon History books given to the society by the Town were discussed, and how many remained in inventory.

NEW BUSINESS:

Village Clarendon Chapel: President Robert Underhill advised that he had received keys to the Village Clarendon Chapel, and had visited the site, which was in poor condition. A discussion followed on what use the building might be to the society. It was suggested that a contractor assess the chapel, Robert Bixby suggested that Ralph Ford of the Fire Department be contacted on the subject, as the Fire Department had done an assessment of the building in the past.

Website: Vice President Peter Savage updated the members as to the progress of the website, which included the ability to issue invoices from Quickbooks, and that the website is not accessible from smart phones.

Meeting Schedule: The date for the next meeting was set as Wednesday, March 15th, at 6:00 pm at the Town Hall. The third Wednesday of each month was discussed for future meetings.

Information Intake: President Robert Underhill updated members that the genealogical information on Judge Theophilus Harrington had been donated by Joan Bixby, as well as an article from the Rutland Herald from Marjorie Southard about the Village Clarendon Chapel.

The need for Archival supplies were discussed, Secretary Heather Kent agreed to look into purchasing supplies.

Vice President Peter Savage stated that he was ready to put information on the website, different materials were discussed, and Peter asked that scanned material be in PDF format, and that pictures be JPEG.

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A brief discussion occurred on what would be done with information that was given to the society, and the need for a clear paper trail, especially in differentiating between loans or donations. A curator position was discussed, Nicolette and Heather would work on the idea.

Cemetery/Genealogy: Cindy Davis and Joan Bixby were suggested for cemetery directors, and Joan and Robert Bixby for genealogy directors.

Clarendon School Administration Building: The School Admin building had been suggested as a home for the society in the past, President Robert Underhill advised that he wasn't sure what was currently happening with the building, but that he had expressed the society's interest in it to a school board member. The Boy Scout building, also known as the Chippenhook School building, was also discussed.

The meeting was adjourned at 5:40 pm.

These minutes taken and respectfully submitted by Heather Kent, Secretary.