

Historical Society of Clarendon, Vermont

December 8th, 2016 – Clarendon Town Hall

Minutes

Meeting began at 4:15 p.m.

Present: President Robert Underhill, Vice President Peter Savage, Secretary Heather Kent, Treasurer Rebecca Mandolare, Robert and Joan Bixby.

Update on tax filings: Peter had filed with the state for incorporation the day before Thanksgiving, it had cost \$125. Bob had received a tax ID from the IRS and filed online for non profit status, the fee was \$275, and the status was still pending. Becky informed the society that she was in the process of opening a bank account.

Bylaws: Robert Underhill had contacted Rutland, Shrewsbury, Ira, and Castleton for bylaw examples and received three responses. The differences were discussed, and Bob stated he would attempt to draft bylaws from the examples. It was agreed that the society must meet at least once a year for elections, and Peter Savage commented that he believed it had to be within a certain time of the year, a brief discussion followed, and the end of March was tentatively agreed upon for the yearly meeting.

Board: The size of the potential Board of Directors was discussed, as well as whether officers would be voted in or appointed, and the possibility of having "specialty chairs", ie genealogy, cemetery. Robert Bixby commented that extra board member could be created at a later date. Terms were also discussed, and the possibility of staggering the terms.

Minutes: Minutes for the November 22nd, 2016 meeting were reviewed.

Potential Donations: Creating a form for the acceptance of potential donations was discussed, Rebecca Mandolare commented that the form and any policy should address the occurrence when the Society may wish to sell a previous donation due to space and other restrictions.

Locations: The need for a building for the Society was discussed. Both the Village Church and the old school administration building were mentioned and compared. Peter Savage commented on the annual cost of maintaining a facility, and the need for insurance. Robert Underhill reported that member Nicolette Asselin had researched D and O insurance and discovered other societies did not find it necessary. Robert Underhill questioned if the Vermont Leagues of Cities and Towns could provide insurance, Heather Kent responded they could not, as the Society did not belong to the Town. Membership in the Vermont Historical Society was discussed and the annual membership fee of \$50. Heather Kent agreed to call and determine the benefit of belonging to the state society.

Mailing Address: It was agreed that the Society would use the Town's mailing address for the present. Robert Underhill reported on a check that Nicolette Asselin had sent.

Website: Peter Savage previewed the website that he had designed to the members, all members thanked him for his work on the site; it was agreed that the bank account needed to be established before the website could be debuted.

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Introduction to the Public: The debut of Society was discussed as happening during Town Meeting, then following up with the schools and the yearly Town wide yard sale. Robert Underhill questioned if there was a history club at the highschool that would be interested. Membership fees were discussed, and getting ready for donations.

Future needs of the Society were discussed, foremost being space. Robert Underhill agreed to contact other societies and the Old Brick Church to see if they may have space they would be willing to "loan".

The next meeting was scheduled for January 19th, 2017, at 4:15, at the Town Hall.

Taken and respectfully submitted by Heather Kent, Secretary.