

Historical Society of Clarendon, Vermont

January 19, 2017 – Clarendon Town Hall

Minutes

Meeting began at 4:15 PM

Present: President Bob Underhill, Vice President Peter Savage, Treasurer Becky Mandolare (arrived late), Cindy Davis, Bob Bixby, Joan Bixby, and by phone Nicolette Asselin. Secretary Heather Kent could not attend but provided input in advance.

Copies of the draft By-Laws were distributed. A previous draft had been reviewed by the Officers and Nicolette and that input incorporated already. Bob Underhill explained that he reviewed the by-laws of several area historical societies in drafting ours. He led a discussion about key variables within it. Changes were made to move the Annual Meeting to May, to allow for a total of 11 Board members and to clarify the language that being present for voting purposes included via electronic means. The By-Laws as proposed were approved with those changes.

Copies of the draft Policies were distributed. A previous draft had been reviewed by the Officers and Nicolette and that input incorporated already. Bob Underhill explained that he drew heavily from the Policies of the Rutland Historical Society in deference to their expertise. The Policies as proposed were approved as is pending Peter deciding where requests to be removed from our contact list would be sent.

Membership levels and amounts were discussed. It was decided to have 3 levels as follows:

\$10.00 Individual

\$17.50 Family

\$50.00 Sponsor

The Sponsor level does not carry with it any different rights or privileges versus Individual or Family but rather is just an easy mechanism to allow for donations on the part of those so inclined. It is a way of asking for donation without an actual fundraising campaign. The membership discussion included what constituted "family" for that level membership. The consensus was adults sharing the same address. Based on our experience in 2017 we can revisit membership levels and rates again. Joan Bixby suggested that a Seniors rate might be in order. There was also discussion about a Students rate as a mechanism to encourage young people to take an interest. Both Seniors and Student categories are used by certain other historical societies.

Bob Underhill routed a copy of the form that the Shrewsbury Historical Society uses to accept donations. This was just to show how one of our neighbors does it. He will draft a version for review at the next

meeting. It will include the option of loaning us photos or other materials to scan and use. This should yield us more material as not everyone will be willing to donate old photos or documents.

A draft thank you note prepared by Heather was routed and approved. Bob will ask Heather to issue thank you notes next week to our donors to date. They will be dated using the date of the donations.

Heather will draft a membership document to be issued as people join. It can be similar to the thank you note and should note that the membership year is a calendar year. It was decided that the membership period for those who join in 2017 will extend through the end of 2018. This will negate any "the year is already half over" objections. It as well takes into account that we don't have anything on our website yet.

Heather contacted the VT Historical Society to determine what might be of value to us should we join as an organization. She has not heard back from them yet.

When the website is operational Heather will post draft minutes there so that Board members can review them ahead of meetings. Agendas will be posted as well.

Bob Bixby inquired about where we are with finding a space of our own to use, and specifically about the current Superintendent's office. Bob Underhill did not have anything new on that.

The goal of doing our grand opening announcement in conjunction with Town Meeting (March 6th/7th) was discussed. Bob reported that Town Clerk Gloria Menard indicated that we could hand out a flyer outside as people leave the building. Bob will draft something for review at the next meeting. The goal is to announce we exist, provide our website address, invite people to join, and ask people to help us populate the website by donating or loaning materials, doing research, writing articles, or giving or taking oral histories concerning the history of Clarendon – it's people, events, structures, and landmarks. Joan made a great suggestion to get something into Sam's good News. We'll also try to get something into the Rutland Herald in the same timeframe.

Peter gave a demonstration of the excellent website he has been building. He has put a lot into addressing the functionalities that will make it useful and more readily maintained. Peter reported that he finally has the bank card. This will allow him to proceed with registering our website.

The next meeting will be Wednesday Feb. 15th at 4:15 at the Town Hall

Taken and respectfully submitted by Bob Underhill in Heather Kent's absence.