

**Chebeague Historical Society  
Meeting of the Board of Trustees**

November 21, 2022

A meeting of the Board of Trustees of the Chebeague Historical Society was held this date via Zoom.

Trustees Present: Mary Holt (President), Beth McNulty (Vice President), Carol Sabasteanski (Treasurer), Jill Whitman Marsee (Secretary), Evin Erder, Pat Festino, Ehrhardt Groothoff, Richard Hackel, Gretchen Tonks Hartling, David Hill, Jackie Trask

Trustees Absent: Marjorie Munroe

Staff present: Donna Damon, Kendra McKinnon

Beth McNulty, vice president, called the meeting to order at 7:04 pm ET.

Kendra McKinnon has assumed new responsibilities at the Historical Society. Prior to the meeting, Carol announced these responsibilities by circulating the position description to the board in an email memo. The Board welcomed Kendra! Kendra expressed her gratitude for the welcome and the opportunity.

**Minutes**

**Motion** made, seconded, and unanimously voted to approve the minutes of the October 17, 2022 Board meeting.

**President's Report**

Mary had no president's report.

**Treasurer's Report**

Carol did not distribute the Treasurers report in advance of the meeting, because she has been having trouble getting reports from Morgan Stanley. She should have the information soon and then she will send out the Report that can be approved at the next meeting.

**Committee Reports**

**Collections:**

- Donna reported that she and Mary met Art Ryder (president of the board of the Chebeague Island Living History Farm) to talk about collaboration with Second Wind Farm. The idea would be to provide them advice, access to photographs, and some large artifacts (such as tools or the stove that is down below) on loan.
  - Board members expressed support for the collaboration.
  - CIHS would expect there to be a formal agreement and to be recognized in some way at the farm museum.
  - There was discussion about the need to investigate all the issues and parameters and establish a policy(s).

**Motion** made, seconded, and unanimously voted to establish a committee to investigate the ramifications and establishing procedures for collaborating with another group.

- Donna also reported she received an email on 11/21/2022 from an auctioneer who was requesting information about Willie Ross in preparation for selling a Willie Ross decoy. She asked the board how she should respond. There were concerns about the time involved in the research and the precedent involved. This situation should be considered by the committee described above.
- Kendra, Vicki Emery, and Donna went to Joan Robinson's house and gathered about 8 bags of things that they will consider for addition to the collection – including a lot of photographs, slides, tapes, souvenir glass, etc. Gene said they could take anything that didn't have sentimental value. It will be quite a lengthy process to evaluate the items.

### **Publications:**

- Donna reported on the progress on the next issue of the *Sloop's Log*, "Growing Up on Chebeague Part 2." She is about halfway through getting the issue together. Donna expects it will go to Elizabeth for layout in early January; it then takes Elizabeth about 3-4 weeks to get it ready to send to the printer. Donna estimates that the total cost for the publications will be \$4000-5000 and she thinks that it is worth approaching businesses and individuals to sponsor this issue. Mary is willing to send out the letters to explore the possibility. This may be the beginning of having corporate sponsors for the organization in the future.

**Motion** made, seconded, and unanimously voted to have Mary be in charge of soliciting corporate sponsors for this issue only of the *Sloop's Log*. Any ideas of seeking sponsorship would have to come to the board in the future.

- Mary spoke with Jane Frizzell who has committed to publishing a *Sloop's Log* in the future – perhaps April 2023. The topic is about "going up to camp" (on the mainland during hunting season). She is moving forward with contacting possible contributors and is also open to suggestions. Since going up to camp took place in the fall, it seems like aiming for a fall publication would be great. Publication date will be decided in the future.

### **Membership/Annual Appeal:**

- Carol reported we worked with a mailing house and that letters have been created, individualized, and mailed to 4 different groups. Each group has a slightly different letter. Large donors (people who have contributed over \$2000 to the Historical Society) received handwritten notes on their letters. A fifth mailing will be sent to potential donors. Carol and Kendra have been working to increase the potential member mailing list. When the thank you notes are sent to donors, they will include a CIHS sticker.

### **Old Business**

There was no Old Business.

### **New Business**

**Meeting Agenda creation** for the future – Jill touched base about the new procedures and asked if people supported this and or had any questions. There was no objection to the new procedure.

Procedure:

We are going to build the agenda based on reports or discussion items that Board members, staff, or committees wish to bring forward. In order to get the agenda prepared and distributed before the meeting, agenda items will need to be submitted in advance.

- **Reports:** Board members, staff, or committees (of one or more people) will request to be on the agenda if they have something they wish to report on to the Board. The secretary will send out a reminder about this each month and ask that any agenda items be submitted to the Secretary at least 5 days in advance of the next Board meeting
  - If you are not able to attend the meeting and wish to give a report, please submit a written report.
  - The expectation will be that each committee will report at least quarterly.
- **Proposals for new activities:** If any Board member, staff, or committee (of one or more people) wishes to propose a new activity, the proposal should be submitted to the Secretary at least 10 days in advance of the next Board meeting. The secretary will forward this to the Executive Committee so that they can consider it before creating the Board meeting agenda.
- Should something come up at the last minute, there is always the opportunity for a committee to bring something up under "Issues from the Board" at the Board meeting.

**Proposal to buy OCR scanners for sheets and books** – Donna had distributed a memo and two bids to purchase OCR scanners prior to the meeting. She provided additional context for the request to buy scanners that can do character recognition. Suggestions were made:

- Leila Bisharat should be approached to see if she thinks that some of the Bates Fund might be used to pay staff for time for the scanning. Leila has already agreed that the Bates Fund can be used to acquire the scanners.
- Richard and Donna will try to find out what other organizations use so that we can acquire devices that will do the best job of recognizing characters.

Donna offered a **Proposal to collaborate with the Church to welcome new members of our year-round community** (2020-present) in advance of the meeting. She is thinking early February as a time to hold it. Some board members expressed concern that the event might be viewed as a recruitment event (for the church). Suggestions included inviting a broader representation of organizations and having an open house at the museum targeted at the new families? No decision was made at this time.

Donna said that CTC has offered to donate a **motorized Wheelchair to the Historical Society**. The lack of a wheelchair has been raised by visitors to the museum. Some board members expressed concern about operating a motorized chair. Any chair we acquire needs to be small enough to maneuver around the tight spaces at the museum. Ehrhardt will research manual wheelchairs that CIHS could purchase.

There will be **no December Board meeting** – enjoy the holidays!

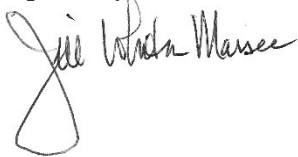
### **Issues from the Board**

There were no additional issues from the board.

There being no further business, a **Motion**, seconded and unanimously approved to adjourn at 8:52 p.m.

The next Board meeting will be **7 PM on January 16, 2023** via Zoom.

Respectfully Submitted,



Jill Whitman Marsee, Secretary