

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

June 20, 2022

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

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

Trustees Absent: Sarah Hopkins, Marjorie Munroe

Staff present: Donna Damon

Mary Holt, president, called the meeting to order at 7:08 pm EDT.

Minutes

Motion made, seconded, and unanimously voted to approve the minutes of the May 16, 2022 Trustee meeting.

Motion made, seconded, and unanimously voted to approve the minutes of the June 11, 2022 Annual Members meeting. (Minutes will be formally approved by the members at the 2023 Annual Meeting).

Special Motions

Election of Officers: The slate of officers was presented: Mary Holt, President; Beth McNulty, Vice President; Carol Sabasteanski, Treasurer; Jill Whitman Marsee, Secretary

Motion made, seconded, and unanimously voted to approve the slate of officers.

Financial Authorization: Carol explained that the managers for the Morgan Stanley account must be authorized.

Motion made, seconded, and unanimously that The Board of Trustees of the Chebeague Island Historical Society authorizes Mary Holt, President and Carol Sabasteanski, Treasurer to order transactions for all its accounts held at Morgan Stanley for deposits, withdrawals, and transfers between accounts.

President's Report

Mary reported that Annual Meeting was successful, people enjoyed Chuck Radis' presentation, and we had our first in-person meeting in 2 ½ years! It was also Zoomed and those on Zoom were able to hear the speaker, but the images could not be viewed well. Carol complimented Mary on the President's report that she gave at the Annual Meeting.

Treasurer's Report

Carol distributed the Treasurers report, with profit and loss and balance sheet, by email prior to the meeting. Year to date gross profit (cash in) is at a loss of \$12,400 compared to last year's gain at this time of \$35,800; this is due to purchases for the shop merchandise, lower donations, and less grant income. Year to date operating expenses are at \$42,900 compared to \$25,00 2021. The major differences were higher costs in the building, IT, payroll, and professional fees. Net operating income year to date was a loss of \$55,300 compared to with a gain of \$10,800 in 2021. Total cash on May 31st was \$167,900 compared with \$209,200 in 2021 – a decrease of \$41,300.

There was discussion about the lower numbers in income, impending projects, timing of when memberships and donations come in from year to year, and the timing of when grants came in (2021)

versus when the money was spent (2022). Carol will prepare an analysis that separates regular income and expenses from grants.

Motion made, seconded, and unanimously voted to approve the Treasurer's Report.

Committee Reports

Collections:

- Donna reported that donations for the collection keep coming in and once the exhibit is finished, the focus will turn to accessioning and the collection.

Exhibit:

- Donna reported that July 1st is set as the opening date for the exhibit!!! She expressed appreciation for all that volunteers have done to make it happen. Almost all the introductions (~90%) are completed, all the pictures are up, and all the boards are made. The exhibit will open with as many pictures labeled as possible and the rest will be labeled later. The operative phrase will be "we've done the best we can" to all those who are disappointed not to have their picture(s) appear or names in the labels. There will be 3x5 cards for people to make comments and/or add names, etc. There will also be a of treasure hunt of sorts.
- There will not be any special opening event for the exhibit at this time, but the museum and shop will be open on the 4th and people will be encouraged to come in.

Museum Shops:

- Museum Shop: Beth reported that the museum shop will open officially on June 21 for the season, with regular hours. The shop made about \$3200 on Memorial Day weekend and about \$850 since then (despite not really being open). Beth said that she had done the bulk of the shopping for merchandise at the beginning of the year, so the income will come later as merchandise is sold.
- Artisan Shop – Mary reported that the Artisan shop is still on Wix, and has not been moved to Square at this time. Beth's picture of "Maine Mail" has been chosen for the cover of the annual phone directory!
 - Mary will ask the library to have a sign about the art – that a copy of Beth's painting can be bought through CIHS.

Publications:

- Gretchen has been updating the website and she appreciates feedback.
- Carol reported that the June newsletter deadline was extended by a day to the 21st. It is almost set to go.

Technology:

- Richard said that he is happy to step up to technology and he is learning the ropes. He is also happy to help with the technology at the monthly lectures.

Buildings & Grounds:

- Ehrhardt reported that Jon Rich shocked the well (there was coliform bacteria). It was suggested that comprehensive water quality tests be done each year.
- Ehrhardt reported that he reached out to the window company about timing and things are up in the air as they are very understaffed. It may mean as much as an 18-month delay.

Membership/Annual Appeal:

- Donna reported that there is nothing new. The goal should be in the fall to get the membership letter out earlier next fall. If the *Sloop's Log* Volume 2 of "Growing Up on Chebeague" can go out at the same time, it would help promote CIHS to donors.

Programs:

- Donna recently scheduled an interactive event at the Island Hall on Sunday July 31st about

Chebeague's Shell Middens. People are invited to hear about the middens on Chebeague and they are also encouraged also to bring indigenous artifacts they have found around the island.

- We need to reschedule Pam Cummings lecture. We will talk about possible dates in subsequent Executive Committee and board meetings – possibly a 4th Monday, maybe at the Island Hall (if hybrid attendance can be figured out there).
- The next hybrid lecture will be on July 11 at 7 pm at the Chebeague Community Church. It will be given by Erno Bonebakker and is titled “Maritime Anecdotes of Casco Bay.”

Old Business

1772 Foundation for Maine Historic Preservation Matching Grant –Mary reported on the receipt of \$5000 toward the window restoration and painting of the building. Mary has conferred with them about the potential delays and they understand and want to be kept apprised of the status.

Recompense Grant– Donna reported that CIHS received \$9000 from Recompense to restore the windows and paint the building.

CIHS Stickers – Beth demonstrated a mock-up of the new sticker. It received acclaim! It will be given to those who have become members and/or have donated. Board members should have them on their cars!

Chedemption Sign-Up – Mary reported that there are still lots of open slots. Mary will circulate the list again. Please sign up!

Planning Meeting/Capital campaign – Mary reported that this is tabled until after the Executive Committee has met with Beth and Sarah to receive an update on where to go from here.

New Business

Future board meetings (Zoom or in person?) – Mary led discussion about whether folks want to continue with Zoom meetings or start meeting in person. Trying to do it hybrid would require some technology modifications. Many suggested that Zoom seems more efficient and has resulted in more trustees participating. A suggestion was made to have a couple of in-person events. There is a need to provide opportunities for everyone to speak up. Gretchen suggested that the committee structure is an excellent way to engage everyone – we should work to strengthen this. A retreat is an excellent opportunity to engage the whole group.

The decision is that we will continue to hold meetings by Zoom in the future.

Articles for board members to read – Mary reported that Donna suggested 3 articles about board operations from a journal that she thought would be good for all to read. They are being scanned and then Mary will share them with all board members.

Gratitude was expressed to Jackie Trask for her service as Vice President. We are very grateful that Jackie will continue to serve on the board.

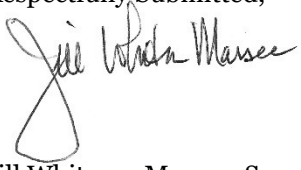
David Hill was thanked for all his work facilitating Zoom for meetings and lectures. His tip for Richard is “don't forget to record!”

There were no additional issues from the board.

There being no further business, a **Motion**, seconded and unanimously approved to adjourn at 8:27 p.m.

The next Board meeting will be **7 PM on July 18th, 2022** via Zoom.

Respectfully Submitted,

A handwritten signature in black ink that reads "Jill Whitman Marsee". The signature is written in a cursive style with a large, stylized initial "J" that loops around the first part of the name.

Jill Whitman Marsee, Secretary