

Kingston Historical Museum

Minutes of the Meeting held at the Kingston Community Library on October 25, 2022

Members present: Ruth Albert, Kathy Clark Chase, Christine Hume, Jef Flanders-McDougall

Friends present: Jane Christie, Lesley Hume, Walt Roy, Steve Sousa

Ruth called the meeting to order at 5:45 p.m.

Meeting Items:

1. The Secretary's Report: Jef motioned to accept the Minutes of September 27th. Ruth seconded it.
2. 2022 Museum Budget Update and 2023 Budget Proposal:

The remaining total in the 2022 Museum budget (10/19) is \$4,695.83.

The amount of \$2,645 has been allocated in a Purchase Order (PO) for line 4589-05, specifically for the archivist.

The amount of \$892.83 in line 4589-01 Supplies will be spent on archival boxes and miscellaneous items, such as staplers and staples within the next two months. This is the time of year to get bargains as companies offer discounts. The Museum presently needs archival boxes for garments and hats.

The amount of \$860.00 in line 4589-03 Computer Support is allocated for Past Perfect Maintenance and the Remote Access license. The latter, at a cost of \$240.00, has been reestablished by Block 5. Jef made the motion to enroll in the Past Perfect Maintenance program at the cost of *\$540.00. Ruth seconded it. *Note: With the renewal of membership in the American Association for State and Local History (AASLH), the Museum receives a discount on the Past Perfect Maintenance program. The actual cost is \$432.00.

The amount of \$325.00 in line 4589-05 Dues/Fees/Programs is allocated for the following:

The Association of Historical Societies of New Hampshire membership fee: \$10.00
New Hampshire Historical Society: \$50.00
AASLH: \$98.00

The *Voice Library* program: \$179.00

Voice Library is an application that individuals can use on their cell phones to record themselves or their family members and then share with the Museum. It supports the Oral History project.

The 2023 budget has been submitted.

The Museum Committee met with Budget Committee representative Shaw Tilton on Sunday, October 23 at 5:00 p.m. The Museum Committee is scheduled to present their budget to the Budget Committee on Wednesday, November 2, at 6:30 p.m.

3. The Museum Committee By-Laws

The Committee is continuing with the update. Article 11 related to a dissolution of the organization, needs to be reworded to address the return of items to donors or to organizations similar to the Museum. A discussion of the By-Laws revision will continue at the next meeting.

4. 5 Year Strategic Plan – 2023 – 2028

Jane Christie suggested that the first step be to invite specific community groups to a conversation about Museum services, special interests, and collaboration. The next steps are to analyze the feedback and create a plan.

Library Director Melissa Manon who is also a professional archivist will meet with the Museum Committee on Wednesday, November 9th to discuss ideas for a Library – Museum relationship and collaboration.

5. Museum Reports:

- a. Volunteer Steve Sousa posted the October newsletter What's Happening to the Town website, Museum link, and to the Town Hall and Community Library bulletin boards. He is presently working on the November newsletter.
- b. The Kingston Historical Museum 2022 Annual Report will include several topics including the Museum Computer Network; Kingston Days Museum opening days and the Civil War program; the Oral History project; and volunteer efforts.

6. Museum Opening Days -The debate on whether to open the Museum for visitors on a weekday evening or to add open weekend days to the Museum's schedule continues.

7. 125th Anniversary of the Nichols Memorial Library – June 9, 2023:

The main idea discussed was supporting The Friends of the Museum's initiative of an annual appeal fundraiser.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Kathy Clark Chase

