

Kingston Historical Museum Committee

Minutes of a special meeting to discuss a town budget proposal, held at the Nichols Memorial Library, on August 21, 2015, at 1:00 PM.

Members present: Ruth Albert, Kathy Chase, Lindsay McDougall, Stacey Moyer, Gladys Ray
Friends present: Jane Christie and Jef Flanders-McDougall

Preliminary notes:

Ruth announced that there will be a Heritage Commission meeting on October 22nd at 7:00 PM, at the Kingston Community Library to discuss synergies among the various commissions and committees with the purpose to update/create a new "walking brochure."

The town website for the Nichols Memorial Library has to be updated to include the newly formed *Friends of the Museum*.

On the budget:

The following was discussed:

Gladys reported that the museum expenses between August 1st, 2014 and August 1st, 2105 were:

- Approximately \$1,494 for storage and displays. This includes archival boxes, tissues, cabinet repair, glass for display cases, etc.
 - Approximately \$1,000.00 for office supplies. This includes computer supplies, software training, paper products, ink, postage, post office box rental, a laminator, etc.
 - \$285.15 Kingston Days fees
 - \$115.00 Membership for *Past Perfect* program
 - \$75.00 NH Attorney General
 - \$2,240.00 consultation fees/the archivist
- See Gladys' records for a more accurate report

All members agreed that an additional expense to consider for the next fiscal year is the monthly \$80.00 *Comcast* fee as an operational cost.

New year budget proposal to the town to include:

- (1) Operational costs (approximate):
 - Internet with *Comcast* - \$960.00
 - Note - *Archivast* - \$5,000.00 (already earmarked in the *Friends* budget)
 - (Current balance -\$6,848.47 in checking; approximately \$14,000 in CDs)
- (2) Office supplies (includes storage and displays): \$3,500.00
- (3) Equipment: \$4,000.00 (scanner, computer software)

Meeting adjourned at 2:30 PM

