

## **Kingston Historical Museum**

**Minutes** of the Meeting held at the Kingston Community Library on August 25, 2021

**Members present:** Ruth Albert, Kathy Chase, Christine Hume, Cindi Lewandowski, Walt Roy

**Friends present:** Jane Christie, Lesley Hume

Ruth called the meeting to order at 5:30 PM.

The committee members read the Minutes of July 21, 2021. The minutes were approved after it was noted that Gerry Dolliver's race car was not on exhibit at Kingston Days this year, but arrangements are being made for next year. Cindi made the motion and Ruth seconded the motion.

### **Meeting Items:**

#### **1. Meeting Dates:**

September 30, 2021 5:30 PM

October 21, 2021 5:30 PM (tentative)

#### **2. Museum Opening Schedule:** September 11<sup>th</sup> (1:00 – 4:00 PM)

October 9<sup>th</sup> (same schedule)

#### **3. \*On September 25<sup>th</sup>, museum volunteers will sell the **Kingston History book** at the Fire Department's Brewfest. 511 books have been sold; 314 remain to be sold**

#### **4. Fundraising and Program Ideas:**

1. **Antique Appraisal Day** – Ruth will call auctioneer Devin Moisan regarding an Appraisal Day as a fundraiser. The goal is to have it in the spring of 2022.

2. **The Kingston Superfund Site** – a presentation about the Ottati & Goss/Kingston Steel Drum site: Muffy Faucher and Danielle Genovese, who reported on the EPA lawsuit of 1980 for *The Kingstonian*, are gathering articles and photographs for an audio-visual presentation and for the museum archives.

3. **Digital History Tour** – Volunteer Steve Sousa is researching tools in order to create a digital tour of Kingston's history. Related to this, Cindi, Jane, and Steve continue working on organizing the oral history project.

4. **Sanborn Seminary Alumni Archival Grant** – This project is ongoing. Lesley and Ruth are pleased to announce that the Sanborn Seminary Trustees have donated an additional \$4,000.00 to the Friends of The Museum so that the archivist can continue processing Sanborn Seminary materials. The trustees are very pleased with the quality of the Finding Aide the archivist created and the breadth and quality of the Kingston History book.

#### **5. 2022 Museum Budget:**

The Kingston Historical Museum has grown. Over 120 people toured the museum during Kingston Days showing interest in Kingston's history and community. Every week when the museum is open on Wednesday mornings for the volunteer work day,

Kingston residents stop by to share items and information, or to learn more about Kingston and the museum. On occasion, individuals from out-of-state, contact and visit the museum for information about their family members or ancestors. In order to continue serving the community, the museum needs to maintain and build its resources: volunteer staff, consultants, and equipment. There is a need for a strategic plan for operations and support.

Discussion focused on the following **budget items** to meet The Museum needs:

- the archivist - consultant – There is much work to do.
- a transcriptionist consultant - Complete the oral history project transcriptions.
- a curator – consultant – There is a need for a part-time curator who can advise staff on how to tell stories and create exhibits.
- A new main computer – Ruth will talk with the selectmen: there may be a fund for this in the town budget. According to the IT specialist, the main computer is failing which is a significant problem. The IT specialist will help The Museum determine computer needs.
- A new photo scanner – Of all the pieces of equipment in the museum this is the one the museum staff use the most. The present one in operation is no longer adequate.
- Past Perfect - Data Conversion Service. There is a need to convert excel sheets, data, photos, and history audio and video files into the Past Perfect system. This will enable the staff to create audio-visual exhibits.

After consulting the selectmen, the committee will update the 2022 Museum Budget on September 30<sup>th</sup>.

Respectfully submitted,

Kathy Chase