

Kingston Historical Museum

Minutes of the Meeting held at the Kingston Community Library on August 23, 2022

Members present: Kathy Clark Chase, Christine Hume, Walt Roy

Friends present: Jane Christie, Lesley Hume, Jef Flanders-McDougal, Steve Sousa

Christine called the meeting to order at 5:40 PM.

Meeting Items:

1. **The Secretary's Report:** Walt motioned to accept the Minutes of July 26th as amended by Jef. The amendments are as follows: Item #3: Kingston Days- The Friends *voted* to pay Mr. Liss a \$150.00 stipend.; Added to New Exhibits, the exhibition *Winter Sports and Dogsled Racing* in Kingston; Added to Item #4 Flea Market and Images of Kingston Exhibit - *Glenn Coppleman* is one of the participants who contributed to the Images of Kingston Exhibit. Kathy seconded the motion.
2. **2022 Museum Budget Update and 2023 Budget Proposal:** The 2023 Budget Draft indicates that the 2023 budget is the same as the 2021 budget with few exceptions. Line Item #2 Archivist/Curator/Transcriptionist shows an increase of \$1,175; and Line Item #6 Mileage shows a decrease of \$66.00. In comparison to the 2022 budget, the 2023 Budget Draft has an overall decrease by \$2, 864. Line Item #3 Computer Supplies shows a decrease by \$3,145. In summary, the 2023 Budget Draft shows an increase of \$1,175.00 between 2021 and 2023. This increase is for the archivist and transcriptionist. The archival and transcriptional work with paper documents, photographs, and audio-video recordings, put on hold between 2020 and 2021 due to the pandemic, is a project in process.
3. **The Nichols Memorial Library building:** Director of Public Works Phil Coombs informed the Museum volunteer staff on August 17th that the selectmen are considering not heating the Nichols Memorial Library (NML) during the upcoming winter months with the purpose to save money on town building heating costs. The Museum Committee and volunteer staff are very concerned about the NML not being heated during the winter months. It has to be heated to at least 62 degrees in order to protect the building contents. In addition, a group of volunteers work at the museum on Wednesday mornings, and often other days, all year round, accessioning donations, maintaining records, meeting with visitors and researchers, and creating new exhibits. Budget Committee member Rick Russman stopped by the museum to inspect the furnace and hot water tank. Phil Coombs told Museum staff that a furnace from the old fire station is to be installed at the Nichols Memorial Library. The Museum Committee and The Friends think that an upgrade to a more efficient furnace along with other measures, such as a timer and temperature control, should be implemented to address the increase in fuel costs rather than close the museum. The Museum Committee would like to address this issue directly with the Board Of Selectmen.

4. **Museum Open Days:** The museum will be open on Saturday, September 10th and Saturday, October 8th. The following volunteers will be present on the 10th: Ruth Albert, Kathy Chase, Jef Flanders McDougal, Walt Roy, and Steve Sousa.

The focus on the 10th will be the 225th Anniversary of the USS Constitution Launch and will include a related newspaper article for publicity, the current exhibit, a museum scavenger hunt for kids, and a recitation of the poem, “The Old Ironsides.”

5. **125th Anniversary of the Nichols Memorial Library – June 9, 2023**

The Museum Committee will discuss a plan for a celebration at the September meeting.

6. **5 Year Strategic Plan – 2023 – 2028:** The Museum Committee and The Friends will begin to research Strategic Plan templates. Jane suggested that step one be a SWOT analysis: an analysis of strengths, weaknesses, opportunities, and threats.

7. **Fundraising and Program Ideas:** The Museum Committee and The Friends of the Museum have many ideas for both fundraising and programs. Fundraisers are: Holiday Pie Sales; House Plaques – Historic Name and Date; Antique Appraisal Day-Fundraiser; Fall Festival (in collaboration with Down to Earth Garden Shop); Carriage Rides/Tours. Program ideas are: Community Conversations – History Book Stories; and History Tour. Kathy suggested that the committee members and The Friends together choose at least one fundraiser and one program to focus on in the immediate future. Further discussion and planning will continue in September.

8. **2022 Meeting Schedule – Kingston Community Library 5:30pm**

Tuesday, September 27

Tuesday, October 25

Tuesday, November 29

Meeting was adjourned at 7:48pm.

Respectfully submitted,

Kathy Clark Chase