**Town of Kingston Heritage Commission**

**Stained Glass Window Subcommittee**

**January 26, 2023**

**Kingston Community Library**

**Call to Order:** Chairman Ernie Landry called the meeting to order at 5:30 PM. The meeting was held in person at the Kingston Community Library.

**Members present**:

Walt Roy (Museum Committee) Richard Wilson (BOS Ex Officio)

Ernie Landry Eileen Clifford Bob Bean

**Approval of Minutes of October 27, 2022**:

Motion to approve the minutes by Mr. Bean and seconded by Mr. Wilson. Motion passed unanimously.

**Approval of Minutes of Site Visit December 13, 2022**:

Motion to approve the minutes by Mr. Bean and seconded by Mr. Wilson. Motion passed unanimously.

**Status of Contract** - The contract has been completed and signed. The windows will be removed in the next couple of weeks. The project is expected to take several months to complete.

**Fundraising** - Mr. Landry mentioned that there are now 6 sponsors. These sponsorships will account for over half the cost of the project. The group discussed general fundraising. The group approved the final donation and receipt forms. Mr. Wilson will work with Town Hall staff on a method to accept donations and will announce the fundraising effort on social media. Mr. Roy will provide Mr. Wilson a photo of the windows.

**Recognition** –

The group discussed recognition of donors and sponsors. As mentioned in the past, sponsorships will be recognized with a plaque below the window as well as a framed

Letter of Appreciation for their home/office. Other donors of $100 or more will be recognized on a group plaque located in the Library. All donors will be recognized in the annual Town Report.

The Museum Committee is planning to have a 125th Anniversary Celebration for the Museum on June 10th. It was agreed that this would be a good time to showcase the window restoration and to recognize the sponsors for their generous donations.

Mr. Roy presented a draft of a certificate of appreciation for review by the group. The group liked the design overall. Mr. Roy will send a copy to Mr. bean and Ms. Clifford for further review and comment.

At this point we still need someone to take the lead on plaques for recognition.

**Other issues** –

Insurance - The group discussed the notion of the Town insuring the windows on a fine arts value rather than just the standard window value. Mr. Wilson will discuss this with the town employee that handles the insurance policy.

Research – Research still needs to be completed on the printers/publishers represented in the various window medallions. It was agreed that there should be coordination with the Museum Committee on this subject in hopes of preparing a brochure about the windows.

**Next meeting** – Next meeting date to be determined.

**Adjournment** – Mr. Landry adjourned the meeting at 6:25 PM

Respectfully submitted, Ernest Landry

Disclaimer: These subcommittee minutes are reviewed and approved (with or without amendments) at the next subcommittee meeting. The original minutes are posted as submitted; any amendments may be found in the minutes of the subsequent meeting in which the amendments were made.