

**Town of Kingston Heritage Commission
Stained Glass Window Subcommittee
March 24, 2022
Kingston Community Library**

Call to Order: Chairman Ernie Landry called the meeting to order at 6:03 PM. The meeting was held in person at the Kingston Community Library.

Members present:

Debra Powers	Walter Roy (Museum Committee)	Richard Wilson (BOS Ex Officio)
Ernie Landry	Eileen Clifford	Bob Bean

Also present: Sophie Smith (Volunteer)

Absent: Ralph Murphy

Approval of Minutes of March 2, 2022:

Motion to approve the minutes by Ms. Powers and seconded by Mr. Wilson. Motion passed with five Yes votes and one abstention (Mr. Bean)

Brochure – The group reviewed revised layouts presented by Ms. Smith. The group suggested that a couple of the photos of restoration be eliminated and that some narrative changes be made. The group agreed that the 8 1/4" X 14" layout is the appropriate size.

Fundraising – The group reviewed the revised fundraising letters prepared by Ms. Powers and approved them with a minor typographical change. One letter has application to a broad audience of donors and one is directed to former library Directors and staff.

Mr. Wilson briefed the group on the results of his discussion with Lynne Bartlett regarding fundraising. Ms. Bartlett suggested that the group focus on identifying appropriate types of keepsakes that the donor will receive in return for the donation. In addition to, or in lieu of a plaque, it might be appropriate to present business (or all) donors with a framed picture of their window and an expression of appreciation for their donation. This item could be displayed by the donor in a manner they choose.

Request for Proposals (RFP) – The RFP is in final format and ready for review by, and discussion with, the Board of Selectmen at the appropriate time.

Grants – The group will continue to look for possible grants.

Next meeting – The next meeting will be on March 29, 2022 at the Kingston Community Library at 6:30 PM.

Adjournment – Mr. Landry adjourned the meeting at 8:00 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.