

**Kingston Historical Museum Committee**  
**Minutes of the Meeting held on October 3, 2023**  
**Kingston Historical Museum – Nichols Memorial Library**

**Members present:** Ruth Albert, Kathy Clark Chase, Christine Hume, Jef-Flanders McDougall

**Friends present:** Dan Doyle, Lesley Hume

**Heritage Commission Member present:** Ernie Landry

**Select Board Member present:** Glenn Coppleman

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

**Meeting Items:**

**1. President's Report:**

- a. 2023 Year to Date Budget/Actuals and Details – By the end of the month, the archivist will have finished her work for this calendar year. The committee will issue a purchase order for a Past Perfect Data Base Transfer. The purpose is to engage Past Perfect to transfer data from our excel spreadsheet to our Past Perfect file.
- b. 2024 Budget Proposal- The committee intends to increase the consulting line - archivist/transcriptionist. The archivist has more work to do including processing the Bakie and Christie collections. Glenn reminded the committee to add details for fundraising events. The committee agreed to add details for two fundraising events. Lesley suggested that maintenance costs be included in the committee/department budgets. Glenn said that this is an issue to be brought up with the budget committee. Regarding the 2024 museum budget, the committee agreed to follow Chuck Hart's, (former budget committee chair and present selectboard member) guidance, as in the past.

**2. Secretary's Report:**

Jef motioned to accept the minutes as written. Ruth seconded it.

**3. Bylaws:**

After a discussion, including input from Glenn and Ernie, on the semantics of the article, the committee voted to amend Article 4 to read *The Museum Committee shall be responsible for managing the museum operations and all aspects of collection management according to the policies adopted by the Committee.*

Jef motioned to adopt the bylaws as written. Kathy seconded it.

Adopted, October 3, 2023.

#### **4. Glenn Copleman – Selectboard Update:**

Glenn said that the propane tank and piping for the Nichols Memorial Library will have to be buried. Presently there is no date scheduled. The timeline for winter heating of the building is now to be determined.

#### **5. Friends Update:**

- a. Kingston Days: The Kingston Days Committee has decided to keep the celebration in the month of September. Ruth will talk with the chairperson regarding The Friends of the Kingston Historical Museum sponsoring a flea market as it has done in the past.
- b. Autumn Fest: Lesley reported that the Autumn Fest program is nearly complete and that local businesses have made donations to help sponsor the event. The cost of the Wicked Cornhole and related prizes have been covered. The expenses related to the Beer Garden have also been covered. The high school Parent Teacher Organization (PTO) and the National Honor Society will help as volunteers. In addition, students may showcase their art, projects, and club activities.
- c. Festival of Trees: Discussion is tabled until next month.

#### **6. Old Business:**

- a. Maintenance: Ruth told Ernie that Jim Larson, a sculptor and builder, from Portland, Maine, interested in fireplace stone work, visited the Nichols Memorial Library on September 20<sup>th</sup>, when the museum was open, to see the fireplace stone work and wood work. Lesley showed Ernie a video recording of John explaining the characteristics of the stonework and the importance of the Indiana limestone being kept dry. Because there is evidence of water pushing through stone, John suggested that we look at the flashing near the chimney and that water be directed away from stone work (i.e.: the front stone steps). He said that only lime-based mortar be used. Ernie said that he and the Heritage Commission were aware of its importance because of previous consults.
- b. Winter Storage for the Grace Daley Barn Carriages: Lesley said that the construction company Voluminous has offered to rent a container to be used for carriage storage. The carriages have to be moved from Dan's barn to the container for winter storage. Glenn said that there is money in the Grace Daley Barn budget that may cover the rental fee of \$500.00. Ernie said that he will talk to Phil, the Public Works Director, regarding the above being one of the budget draws. Dan said that he will talk to Phil regarding where to place the 40 - foot container outside the construction zone. Ruth will talk with Graham, the Fire Chief, to see if there is room at the fire station for one or more carriages. Farm equipment can be stored in the museum fire house.
- c. Volunteer Fair: Jef reported that the Volunteer Fair is on Thursday, October 12<sup>th</sup> at the Kingston Community Library, from 5:30pm to 7:30pm. There are eight (8) organizations participating including us, the Kingston Historical Museum. Jef is helping Melissa, the Library Director, organize and facilitate the event. Ruth will be at a table to greet visitors and explain the museum's mission and the roles of volunteers.

**7. New Business:**

a. Museum Opening Dates:

- i. Second Tuesday of the month – 6:30 – 8:00pm: Tabled
- ii. Second Saturday of the month – 1:00 – 4:00pm: Tabled

b. Museum Committee and Friends as Co-sponsors of Fund-raising Events:

Lesley and Jef, both of whom have had experience on the Library Board of Trustees and with the Friends of the Library, stated that there is no conflict between the Kingston Historical Museum Committee and the Friends of the Kingston Historical Museum in co-sponsoring fund-raising events as the funds generated from such events benefit the operation of the museum.

Meeting adjourned at 7:30pm.

Respectfully submitted,

Kathy Clark Chase