Kingston Historical Museum Committee

Minutes of a special meeting to discuss a town budget proposal, held at the Nichols Memorial Library, on August 21, 2015, at 1:00 PM.

Members present: Ruth Albert, Kathy Chase, Lindsay McDougall, Stacey Moyer, Gladys Ray
Friends present: Jane Christie and Jef Flanders-McDougall

Preliminary notes:

Ruth announced that there will be a Heritage Commission meeting on October 22nd at 7:00 PM, at the Kingston Community Library to discuss synergies among the various commissions and committees with the purpose to update/create a new “walking brochure.”

The town website for the Nichols Memorial Library has to be updated to include the newly formed Friends of the Museum.

On the budget:

The following was discussed:

Gladys reported that the museum expenses between August 1st, 2014 and August 1st, 2105 were:

- Approximately $1,494 for storage and displays. This includes archival boxes, tissues, cabinet repair, glass for display cases, etc.
- Approximately $1,000.00 for office supplies. This includes computer supplies, software training, paper products, ink, postage, post office box rental, a laminator, etc.
- $285.15 Kingston Days fees
- $115.00 Membership for Past Perfect program
- $75.00 NH Attorney General
- $2,240.00 consultation fees/the archivist

• See Gladys’ records for a more accurate report

All members agreed that an additional expense to consider for the next fiscal year is the monthly $80.00 Comcast fee as an operational cost.

New year budget proposal to the town to include:

(1) Operational costs (approximate):
   Internet with Comcast - $960.00
   
   Note - Archivast - $5,000.00 (already earmarked in the Friends budget)
   
   (Current balance -$6,848.47 in checking; approximately $14,000 in CDs)

(2) Office supplies (includes storage and displays): $3,500.00
(3) Equipment: $4,000.00 (scanner, computer software)

Meeting adjourned at 2:30 PM