

Townsend Historical Society  
Board of Directors Meeting  
December 14, 2022  
5:00 PM

**This Board meeting was held virtually using Zoom.**

Attendance: Ryan Hayward, Sandi Tuttle, Dana Blanchard, Kara Fossey, Kathy Spofford, Sharon Lacasse, Lee McTighe, Clare Kauppi, Maryjane Churchville, Jerry Bozicas, and Site Administrator Taber Morrell.

President Ryan Hayward called the meeting to order at 5:05.

The Minutes of the October meeting were accepted with the following clarification: the board unanimously voted to accept a 24-month lease for the Cooperage; and the following corrected spelling: 'Jerry.'

Strategic Planning/Discussion:

Retreat: Ryan will send out a poll for dates/times for a board retreat where members will review the handbook, ask questions, and set goals.

New Business:

Meetings: a list of meeting dates was distributed via email and discussion was had about offering them as a hybrid (in person and via zoom) format.

Dream Committee: This committee consists of 14 people with Jock Snaith as chair. The committee plans to meet during the second week of January to discuss Gary Shepherd's proposal to restore seven historic buildings in town (4 belonging to THS).

Allocation of Funding: We are anticipating an insurance bill in the near future. Dana will reach out to our insurance agent for a quote and will likely need an \$8,000 allocation. This will be discussed further when the bill comes in.

Calendar: Taber asked board members to send along ideas for photos to use in the 2024 calendar. It was also suggested that we ask a local company (or several) to sponsor the calendar.

Annual Appeal: The annual appeal has been mailed out.

Reimbursement: Ryan spent \$697.91 of his own funds towards the Cooperage project. The invoices and materials list will be sent to Dana. A motion was made, seconded, and passed to reimburse Ryan for these expenses. Ryan abstained from the vote.

Reports:

Treasurer/Financial: Dana distributed the financial report via email and reported that the last several months have been positive for the money in Fidelity. The financial report was accepted unanimously.

Site Administrator: Taber distributed his report via email and noted that received an extension (July 31) for the \$1,500 in grant funds awarded to us for the Cooperage Restoration by the Nashua River Wild & Scenic Stewardship Council. He also got in touch with a third grade teacher and talked about a potential visit to the Reed House in late May. This would likely be over two days and volunteers will be needed. Taber suggested giving a donation to the Methodist Church for allowing us to use their space for our programs during the last year. A motion was made, seconded, and passed unanimously to make a donation of \$200 to the Methodist Church.

Buildings & Grounds: Wind-damaged Grist Mill windows will be repaired.

Collections: The committee has finished working on the boxes of trim and have moved on to sheets and pillow cases.

Programs: A committee meeting needs to be scheduled.

A&C Fair: Eighteen vendors are signed up for the fair so far.

Constitution & Bylaws: Jerry and Dana volunteered to be on this committee.

All reports were accepted unanimously.

#### Old Business:

Fair Stipend: Discussion is off the table for now.

2023 Programs: Discussion was had about possible programs including a coopering demonstration. Lee offered to lead a cemetery tour.

Cooperage Repairs: We owe \$6,590 as a deposit for Mike Mawn to start work. After doing some research it was decided to purchase clapboards on our own at the cost of \$2,240. These costs will be paid by the \$9,000 grant we received from the 1772 Foundation. A motion was made and seconded to start the project with the two aforementioned expenses. The motion passed with all in favor save one opposed.

A motion was made and seconded and passed unanimously to dissolve the meeting at 6:14 PM. The next regular meeting will be held on January 25, 2022 at 5:00 PM.

Respectfully Submitted,  
Kara Fossey, Acting Secretary