

THS Board of Directors Meeting Minutes  
January 5, 2026

Attendees: Chris Barnacoat, Karen Rapoza, Bill Rideout, Vicki Brunelle, Alex Eberhardt, Matt Evans, Ben Jaehne, Bev Napior, Nia Raine, Patrick Raine, Bill Rideout, Jock Snaith

Via Zoom: MaryJane Churchville, Site Administrator

Members: Jerrilyn Bozias, Eileen Barnacoat

Meeting Came to Order: 7:01pm

Overview - AI minutes - THS - 2026-01-05

Summary of the meeting: The meeting introduced new members and reviewed past minutes. Key points included the approval of October 2025 minutes, a \$1,500 donation from Louise Lumpio, and a \$5,990 payment to Wenda Kochanowski for conservation services on the Jonathon Poor murals. The financial report showed a \$400,000 cash reserve and a \$21,000 budget available for all committees. The board discussed the need for a membership committee, the creation of a newsletter, and the planning of the 2026 arts and crafts fair. The Harbor Church project was highlighted, with a focus on structural work and event planning. The meeting concluded with a call for volunteers and committee assignments. The meeting focused on organizing historical events and inventory management. The meeting concluded with a decision to meet on the second Monday of each month, starting February 9, and adjourned at 9:29 PM.

Review and Acceptance of Minutes of 10/25/25: Jock made a motion to approve minutes and Bill 2nd the motion. Passed unanimously.

SITE ADMINISTRATORS REPORT: MaryJane Churchville

MJC sent all Directors a copy of the December Report

ACTION ITEMS:

- 1) Update the Arts & Crafts fair application and the website with the confirmed dates, 2nd weekend after Labor, Sept 19th and 20th (dates confirmed) and revised application text, then post the application online
- 2) Confirm volunteers for the gravestone rubbing exhibition and finalize the volunteer roster. Chris volunteered.
- 3) Organize the membership committee, work to grow membership and coordinate with marketing/outreach effort
- 4) Continue correction and cleanup of the PastPerfect collections database and conduct requested collection research
- 5) Call and follow up with the potential rental coordinator (neighbor across the street) to clarify interest and role in coordinating rentals and weddings.. Bill to handle
- 6) Demonstrate building entry/exit procedures and door locking for staff and directors and show how to use the keys/passwords
- 7) Write and send a thank-you letter to prior society volunteers and leadership within the next few days

- 8) Due to the small showing and loss of money THS directors voted to cancel the event. Bill made a motion to cancel the event, 2nd by Bev, passed unanimously. MJC will call the appropriate person to cancel the Irish Dancers for this year.
- 9) Membership list in review process through Past Perfect by MJC and BR

Acceptance of MJC Report of 10/25: Bill made motion to accept, Jock 2nd motion, passed unanimously.

#### OLD BUSINESS:

JB: Couch in the parlor, stated needs reupholstered, and that the money was approved in July of 2025. Stated Mike, who will do the work, sent us an estimate of \$2500, and that he has a contract. Bill made a motion to allocate \$2,500 from the budget for reinforcement/repair of the parlor couch (execute allocation and track in budget) to continue with the project, Matt 2nd the motion, passed unanimously.

BR stated that we only have 21K available to our various committees for all upgrades.

EB suggested that all directors should see the Reed House, as it needs lots of work.

COMMITTEE REPORTS: Building /Grounds/Harbor: Jock Snaith. Report sent to all Directors.

Jock made a motion for THS to make a one time progress payment of \$5,990 to Wenda Kochanowski for conservation services for the Jonathan Poor painting. BR 2nd motion, passed unanimously.

Jock made a motion to hire Wally Tree Service to remove and prune selected trees on the Homestead property per the approved quote. Expenses for this work will be paid by the "anonymous gift" we received in 2023. Bill 2nd motion. Passed unanimously.

Jock made a motion to accept the Grounds and Building Report, Bill 2nd, passed unanimously.

FINANCIAL REPORTS: Bill Rideout, sent our report to all Directors

Bill provided a detailed financial report, including income, expenses, and the financial position as of December 31, 2025.

Reports sent to directors.

Bill stated will not need an audit this year (as we our spending will be under 1 million)

Bill stated that given the investment climate, he made the following motion: Bill made a motion that we modify our Fidelity Investments to move 10% into money markets/short term to increase liquidity. Patrick agreed, stated a good idea, and 2nd the motion, passed unanimously.

Bill also stated the need for more board members to be signatories to our accounts.

Bill motioned that we make the following people signatories to our Workers Credit Union regular checking, saving, and CD accounts, but make no change to the

reimbursement checking account: Christopher Barnacoat, William Rideout, and Beverly Napior.

Bev 2nd the motion, passed unanimously.

Bill motioned that we combine our two Workers Credit Union savings accounts into a single savings account. Chris 2nd the motion, passed unanimously.

Bill motioned that we make the following people signatories to our Fidelity account: Christopher Barnacoat, William Rideout, and Beverly Napior.

KR 2nd the motion, passed unanimously.

EDUCATION/3RD GRADE VISIT: Chris Barnacoat

Chris stated that the third grade visit to the Reed House is completed. Visit scheduled for May 19th and 20th, but date is to be confirmed (1.26, confirmed May 21st and 22nd). Jock and Patrick will be at the Cooper Shop.

Education Committee and Community Outreach

Chris discussed the education committee's efforts, including working with the high school history department and the middle school.

Time Capsule: Chris and Eileen Barnacoat

Chris also spoke about the high school time capsule project, including working with Rebecca Jackson, Head of the History Dept.

Nia added there is also a Home School Project at the library.

Chris stated that he will be meeting with other principals so that every school will be part of the Time Capsule Project. He plans to move out into the community, highlighting the importance of community outreach and the need for more projects in the future.

Chris is also working with 10th graders on the Capstone Project.

JS made a motion to accept the education report, which is seconded by BR unanimously approved.

NEW BUSINESS

Chris led the way with the THS Directors to establish committees with a Chairperson and Volunteers. More info to follow.

Bill made a motion that all Directors should have a key and password to the Reed House.. Ben 2nd motion. Passed unanimously

Next steps: Chris Barnacoat

- 1) Bev: Invite caterers and event planners to visit the building to assess interest in future events and rentals (arrange tours and discussions with potential vendors)

- 2) Need clear division of responsibilities and roles within various committees
- 3) Suggest sending out the committee description and volunteer needs to the board members and volunteers

#### INVENTORY AND LOCATION VERIFICATION

Eileen Barnacoat: discussed the need to verify the inventory despite knowing all items in the vault are accounted for, emphasizing the importance of correct location data. Suggest contacting libraries or archivists with experience for further assistance.

Chris mentioned contacting students from NMRHS to assist with the inventory of the attic.

#### SECURITY AND MAINTENANCE

Jock noted that they will not be answering alarms on 2/1, including fire and burglar alarms.

Bill asks about walkways and shoveling, which Jock has been volunteering to do in the past. Unsure of Gary's involvement in snow removal. Jock prefers that we not use certain materials to protect the concrete.

#### SEPTIC UPDATE:

Jock stated that the septic system will need to be approved by the Town and that work will start once the frost is gone.

#### RENTALS:

Bev will follow up with other women regarding renting out the Harbor Church, and checking for caterers. THS can not rent to ongoing businesses, but can do fundraisers.

#### FUTURE POSSIBLE EVENT

Nia suggested that we may want to consider an event by Footwork and Frolic in Groton which offers various events, including education activities to help build community engagement through dances (a grand ball), and Victorian Afternoon Teas

TECHSOUP: Patrick also spoke to us about "techsoup", which could be useful to us. It is a non-profit that gathers technology solutions to support other non-profit in achieving and accomplishing their missions.

NEXT MEETING: Monday, 2/9, 7pm. Location: TBD

Meeting Adjourned: 9:29pm. Bill made a motion to adjourn the meeting, and Jock 2nd the motion. Passed unanimously.

