Board Meeting

The Falmouth Historical Society

August 4, 2020
Agenda

Secretary’s Report
Treasurer’s Report
Committee Reports
  • Programs
  • Museum Operation & Exhibits
  • Collections
  • Local History
  • Communications
  • Merchandise
  • Museum Buildings & Grounds
  • Technology
New Business
Secretary’s Report

Membership report

<table>
<thead>
<tr>
<th></th>
<th>Primary</th>
<th>Family</th>
<th>Sponsors</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current members</td>
<td>40</td>
<td>8</td>
<td>2</td>
<td>50</td>
</tr>
<tr>
<td>Members pending renewal</td>
<td>19</td>
<td>4</td>
<td></td>
<td>23</td>
</tr>
<tr>
<td>Total</td>
<td>59</td>
<td>12</td>
<td>2</td>
<td>73</td>
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</tbody>
</table>

Lapsed

<table>
<thead>
<tr>
<th></th>
<th>Primary</th>
<th>Family</th>
<th>Sponsors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lapsed</td>
<td>31</td>
<td>10</td>
<td></td>
</tr>
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</table>

Renewal letters
Financial Report

<table>
<thead>
<tr>
<th>ACCOUNT BALANCES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking—Society</td>
<td>Checking—Internet</td>
<td>Savings—Museum</td>
</tr>
<tr>
<td>$1,260.80</td>
<td>$432.18</td>
<td>$3,922.49</td>
</tr>
<tr>
<td>Maine Community Foundation—The FHS Fund</td>
<td></td>
<td>$15,115.99</td>
</tr>
<tr>
<td>PayPal</td>
<td></td>
<td>$50.15</td>
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Treasurer’s Report

STATEMENT OF ACTIVITY
July 2020

<table>
<thead>
<tr>
<th>Description</th>
<th>JUL 2020</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dues</td>
<td>215.06</td>
<td>$215.06</td>
</tr>
<tr>
<td>Investments</td>
<td>0.10</td>
<td>0.10</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$215.16</td>
<td>$215.16</td>
</tr>
<tr>
<td>GROSS PROFIT</td>
<td>$215.16</td>
<td>$215.16</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Misc</td>
<td>2.32</td>
<td>$2.32</td>
</tr>
<tr>
<td>Office Expense</td>
<td>216.00</td>
<td>$216.00</td>
</tr>
<tr>
<td>Utilities</td>
<td>197.54</td>
<td>$197.54</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$415.86</td>
<td>$415.86</td>
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<tr>
<td>NET OPERATING REVENUE</td>
<td>-200.70</td>
<td>$-200.70</td>
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</table>

Accounts receivable = $170.39
Accounts payable = $594.00
Education

Programs Committee

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New Business
Museum Operations & Exhibits Committee

Plan for reopening

- Develop a written plan
- Obtain supplies
- Groom buildings
- Train volunteers

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Collections Committee

Digital Catalog
Local History Committee

Responses to Inquiries
Conducted research; received/responded via email

<table>
<thead>
<tr>
<th></th>
<th>July</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collections</td>
<td></td>
</tr>
<tr>
<td>Family History</td>
<td>1</td>
</tr>
<tr>
<td>Property History</td>
<td>1</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>3</strong></td>
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Communications Committee

Newsletter
• Being drafted—will go out with renewal letters

Social media
• Need a volunteer to manage our presence on Facebook, Twitter and Instagram

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Merchandise Committee

Cookbook

- One meeting in July
- Slogging through the recipes, section by section
Merchandise Committee

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- New Business

**Tote Options**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Cost</th>
<th>Shipping</th>
<th>Est. Order Cost (75)</th>
<th>Est. Profit</th>
</tr>
</thead>
<tbody>
<tr>
<td>7900-22</td>
<td>Jute Accent 12oz Cotton Canvas Rope Tote</td>
<td>$9.43</td>
<td>$45.95</td>
<td>$795</td>
<td>$705</td>
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<tr>
<td>7900-40</td>
<td>12 oz. Cotton Canvas Capri Stripes Shopper Tote</td>
<td>$9.43</td>
<td>$60.24</td>
<td>$810</td>
<td>$690</td>
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<tr>
<td>7900-17</td>
<td>Fletcher 16oz Cotton Canvas Market Tote</td>
<td>$9.55</td>
<td>$48.31</td>
<td>$855</td>
<td>$545</td>
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<td>7900-30</td>
<td>Baltic 18oz Cotton Canvas Bcat Tote</td>
<td>$12.95</td>
<td>$46.74</td>
<td>$705</td>
<td>$255</td>
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Proposed designs
Museum Building & Grounds Committee

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Summer maintenance
HVAC maintenance contract
Technology Committee

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NSTR
• Report will be posted after meeting
New Business