

Sanford Historic Trust  
Board of Director Meeting Minutes  
November 6, 2018

1) **Call to Order:** 6:04 pm

2) **Approve Minutes – Approved**

Board members in attendance: Leon Konieczny, Amanda Nall, Zach Waters, Ginger Updike, Alyse Pickard, Katie Gardner, Caroline van den Berg, Amanda Spor

3) **Reports**

a. **Treasurer’s Report –**

- i. Current account balance: \$14,213.32
- ii. We’ll be incurring some upcoming costs for TOH but also have sponsorships coming in and ticket sales from EventBrite for Harvest Moon Dinner

b. **Reports of Committees / Projects**

- i. Tour of Homes – Caroline
  - 1. 150 online tickets sold to date
  - 2. Entertainment - Shelly
    - a. Music & carolers being handles by Shelly
    - b. Phantasmagoria may perform twice outside the Welcome Center (6pm & 8pm)
  - 3. Volunteers - Katie
    - a. Finalize categories and number of volunteers needed
    - b. Check-in:
      - i. Inside Welcome Center & church for tickets
      - ii. Outside for programs & purchasing raffle tickets (win a chance for roundtrip airline tickets)
        - 1. 6 tickets for \$5
    - c. Stop ticket sales at 7:30pm
  - 4. Graphics – Amanda N
    - a. Article – (4) drink special photos (Christina Beverly- give photo cred to @drinksanford) with article- Due 11/12
    - b. Foam boards – (2) Designate trolley stops, (2) designate trolley route & schedule, (Qty ?) FB social media cutouts
    - c. Ride Lime ad – 40”W x 18”H – Due ASAP
    - d. Program –
      - i. Biographies and ads due to Amanda N by 11/9
      - ii. Programs need to be proofed and ready for print by 11/16
    - e. Bracelets – Flossie is handling

- f. Drink Specials table tents – Use descriptions from article & print 4 for each location
  - g. Lanyards – (150) VOLUNTEER lanyards & (Qty TBD) DIRECTOR lanyards
  - h. Golf cart decals – TOH logo & “Official Tour Cart” – Qty 12
- 5. Transportation – Zach
  - a. Seeking golf carts for day of tour to drive attendees around
- 6. Important upcoming dates:
  - a. Nov 11: Proclamation for 30<sup>th</sup> Year Anniversary of tour at Commission Meeting at City Hall @ 7pm
  - b. Nov 12: TOH Volunteer Meeting at Welcome Center @ 7:15pm
  - c. Nov 26: Last Volunteer Meeting at Welcome Center @ 7:15pm
  - d. Nov 29: Tour for Homeowners @ 5pm
  - e. Dec 2: Breakfast at Leon’s morning after TOH – Time TBD
- ii. T-shirts – see Amanda Nall to pay and receive your shirt
- iii. Membership Committee – Katie Gardner
  - 1. No updates
- iv. Lampposts Project – Mike Lennon
  - 1. Actively taking care of lampposts with help of volunteers
- v. 2019 Calendars
  - 1. Will be available Small Business Saturday (11/24)
  - 2. Also providing at next Membership meeting
- vi. Harvest Dinner –
  - 1. Scheduling a meeting to regroup
  - 2. Everything has been paid
  - 3. Waiting for check from EventBrite
- vii. Future Speakers
  - 1. November – Airbnb - Katie Gardner
    - a. Hosting at Higgins House with food & drink reception
    - b. Katie will be providing questions to panel speakers prior to event
- viii. Elections Committee – Alyse Pickard
  - 1. Slate is completed for Nov 15 voting
  - 2. Absentee voting is allowed but need to be delivered to Alyse
  - 3. New positions start January 1
- ix. Porchfest 2019 – Amanda S & Amanda N
  - a. No updates

#### 4) New Business

- i. HPO and City of Sanford
  - 1. City is currently advertising the position

ii. Mark Nation Project

1. Project has been increased to \$2.2M
2. Will include a stage, distillery, parking spots & multi-use buildings
3. Will be presenting at CRA meeting on 11/7 @ 4pm

5) **Confirm Next Meeting Date** –

- a. **General Membership Meeting** – Thursday, November 15 @ 7pm – Higgins House **\*\*Location has been adjusted\*\***
- b. Next BOD meeting – December 4 @ 6pm – **Tentatively at Leon's house**

6) **Adjourn** – 8:00 pm