**Sanford Historic Trust**

Board of Directors Meeting

Order of Business

December 10th, 2019

1. **Call to order** – 6:38PM
	1. Board members in attendance: Stephanie Pilk**, Zach Waters, Andrea Cochran, Jill Albach, Amanda Nall, Amanda Spor, Caroline van den Berg, Flossie Gillen**, Katie Gardner(bold were in attendance)
	2. Guest attendance: **Sarah Libera**
2. **Approve the minutes** - APPROVED
3. **Reports of officers**
	1. Treasurer’s report – Andrea Cochran
		1. $42,304.99 checking balance at 11/30/19
	2. No other officer reports
4. **Reports of committees / projects**
	1. November general meeting
		1. Good attendance
		2. Tammy Agnini would like to do a debrief of what is happening with the historic preservation board each quarter
	2. Social Media
		1. Need to put up pictures of Harvest Moon and Tour of Homes
	3. 2020 Sanford Historic Trust Calendar- need to make sure monthly sponsors get a shout out on social media in the month they sponsored
	4. Landscape award (holiday decorations) – will be moved this week
	5. Building activity on Park.
		1. P&Z special meeting on January 23rd at 6:00pm
5. **New business**
	1. By Law changes approved and will be voted on by general membership in January 2020 – see attached for the exact wording
		1. Article II
		2. Article VI, Section 3
		3. Article VI, Section 5
		4. Article VII, Section 2
		5. Article VIII, Section 1
		6. Article VIII, Section 2
		7. Article X, Section 5
	2. Tour of Homes
		1. 953 tickets sold
		2. Old Jailhouse delinquent on sponsorship
		3. Need to straighten out Unation deposits and reconcile expenses before final profit can be determined
		4. Debrief meeting will be scheduled to include all subcommittee leads
		5. Selling remaining t-shirts and ornaments
	3. Paul Williams has offered a conference space for future board meetings
	4. Kevin Gardiner has offered training on Robert’s rules
	5. Amanda Spor will be stepping down as Board of Director as of 12/31/19. A call for nominations will be sent out and a special election will be held at the next board meeting.
		1. Resignation letter: 
	6. Any other new business/other BOD items/issues/thoughts
6. **Confirm next meeting date**
	1. Board meeting, **Thursday January 2, 2020, 7:00pm.**
7. **Adjourn –** 8:15PM