**Sanford Historic Trust**

*Board of Directors Meeting*

Minutes– February 2022

Present: Brent Terwilliger, Amber Wojcek, Tania King, Jackie Nitti Virginia Vlassick, Robin Theisen, Dino Ferri, Doug McLendon

Excused: Sarah Clore

1. **Call to Order 6:02pm**
2. **Approve Prior Minutes – 1st Amber, 2nd Tania, approved**
3. **Officer Reports** 
   1. President – Brent reported that we had a great January. The chili cookoff was fun and went well, hope we do it again next year. It gave great visibility to our garden tour. The budget passed last month. Balls of Folly are down,
   2. Treasurer- Tania reported that the Tour of Drinks vendors have been given notice and are sending funds in.
   3. Garden Tour – Brent reported on Sarah’s behalf: They met with a marketing firm to start discussion. Talked about designing reusable logos – one time investment but will reuse for branding purposes. Discussion of funding and budget. His pricing fits within our budget. It’s time sensitive for Garden tour and soliciting sponsors.
4. **Committee/Project Reports**
   1. Membership – Virginia reported that she talked to Jill. We have 87 active members, about 200 lapsed. Discussion of reporting and website. Tania suggested a family membership. Discussed benefits of business membership, considering window clings to designate businesses as members. Lapsed records will be archived. If there are emails tied to them, we should email to follow up and remind of the benefits of membership.
5. **Old Business** (tabled/unaddressed items from prior-Board)
   1. None.
6. **New Business**
   1. Future mission directive discussion – emphasis on education/outreach and events, call for new connections, and need for visibility/Trust connection to projects; application of funds – we need to start highlighting what we do with our funds and why people should join. This is what the communications team needs to be focusing on.
      1. Historic Garden Project - Robin would like the trust to consider sponsoring a historic garden at the museum with plants that Henry Sanford brought to the community. It’s historical, it would help our museum and we could get other sponsors. Discussion of longevity and how we will maintain a historic garden moving forward. Robin will talk to museum and potential garden club for maintenance and Sheena as part of the city commission. If we want to align with the 2022 Historic Garden Tour we need to move forward now, so we can promote that we are funding.
      2. Light posts – Dino & Doug would like to be involved with talks with the city. Need to talk with Julie & Sheena about maintenance.
   2. Discuss Foreseeable Challenges, Actions, and Other Topics
      1. Credit card for Trust, for leads and others to pay for equipment, material, services, in accordance with approved budget. Tania has a good lead for a non-profit credit card, will need names, birthdays and social security numbers of users. Discussion of use and needs. Will provide cards for President and Treasurer for now and add later if needed.
      2. Website update – Amber will update Wild Apricot and change the theme. They need our non-profit info by March 5th.
      3. Non-profit Status - Tania is compiling applicable IRS and FDAC paperwork; we anticipate a financial impact. Our Solicitation license expired in 2016, there may be penalties. Tania will submit forms. The 501c3 was revoked but Tania has gotten it reinstated. Will have new tax-exempt certificate within 21 days.
      4. Storage Unit – needs to be cleaned and organized; recommend Feb-Mar, group activity. We’re auto-paying storage fee. Jackie will send email to get planning date started.
   3. Museum’s 65th Anniversary (May 21st) – Stephanie Heller asked if we want to include anything in their “swag” bags (e.g., coupon for Tour of Homes discount, Tshirt, etc.) – need to discuss further. Maybe a packet of seeds if we’re going to move forward with the Historic Garden at the museum.
   4. April​ General Membership Meeting (Thursday, April 21, 2022)
      1. Present overview of Historical Projects Funding Committee (e.g., description, evaluation criterion, etc.; discuss, as needed)
      2. Continue recruitment for Committees and Events
      3. Education/Presentation – discuss topic
   5. Other (any ad hoc motions or points of discussion)
   6. Confirm Next Meeting Details
      1. Membership Meeting, Thursday 21 April @ TBD
      2. Board Meeting – March 3, 2022 (location TBD; need to identify a common space)
7. **Adjourn 6:48 1st Amber, 2nd Dino**