**Sanford Historic Trust**

*Board of Directors Meeting*

Agenda – September 1, 2022

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

Excused: Sarah Clore, Doug McLendon

1. **Call to Order 7:02**
2. **Approve Prior Minutes:** 1st Amber, 2nd Tania, approved
3. **Officer Reports** 
   1. President – Brent Terwilliger:
      1. Membership meeting will be 9/15. A guest speakers from the Georgetown Steering Committee will talk about what they do.
         1. For locations: Amber will send email to city to see about Monroe Hall, Robin will check with Holy Cross. We’ll also need November 17 live meeting.
      2. Discussion of nomination committee & budget committee.
         1. Jackie will check bylaws for description of roles.
   2. Treasurer- Tania King:
      1. $85,665 in checking, $6,014 in svgs. Increase due to calendar sponsorships.
      2. Budgeted $6,300 for calendar
4. **Committee/Project Reports**
   1. Tour of Homes – Robin:
      1. Tour of Drinks will be for Halloween, Thanksgiving, Holiday and New Year’s Eve – SHT will promote throughout. We will receive $1/drink.
      2. Graphics – Sarah Clore will work with Jim on original budget & design.
      3. Discussion of budget and reallocation of $2k admin funds to TOH to help with social media/marketing. (new business)
      4. Discussion of Welcome Center selling TOH tickets and tracking.
   2. Calendar – Doug:
      1. Tania reported for Doug that we have $8,325 in revenue. The committee is submitting bids for printing. 170 photos were submitted. Blind judging is happening now – 13 photos will be chosen. The reveal will be held in November at Jeanne Taylor. We will provide beverages. We will print 2k calendars.
   3. Membership – Virginia: no report
   4. Grants – Jackie:
      1. We have received 2 applications. Need to continue promoting.
   5. Membership Picnic – Jackie:
      1. The picnic will be held on 10/8 from 4-6pm at Park on Park. The committee will be sending out an RSVP signup soon. SHT will provide meat, rolls, water and decorations. We will ask guests to bring a side or dessert.
5. **Old Business** 
   1. Sponsorship of the Bettye Smith Cultural Center.
      1. From August Meeting: Robin & Sarah will put proposal a together. Will make recommendations to present to membership for January budget.
   2. Discussion of lampposts.
      1. From August Meeting: Doug will talk to Mike to get job description and estimate of hours to get electrician quotes.
      2. Will get multiple quotes.
      3. Still need a SHT member to help coordinate with homeowners
   3. How can we prepare the next year’s board for greater success?
      1. From August Meeting: Have a plan we can hand over. We will plan a meeting for September to create calendar, main initiatives. Brent has Zach, Hank, Nancy & Leon to look at connections, reach out to potential board members for the Presidency.
      2. Will start promoting in September.
      3. Will plan a transition meeting for ex and new board members.
      4. Officers will plan to have 1:1 meetings with new officers.
   4. Discussion of Board communication.
      1. From August Meeting: Email will be our main source of communication moving forward.
   5. Board get-together.
      1. From August Meeting: Plan something for early September, Dinner, bingo – a way to unwind.
   6. Sanford Museum Prominade in Park Picnic on 9/10/22 – Amy & Denny will table
   7. Should SHT participate in Christmas parade? Let’s get date.
      1. Robin talked to Wally – he will drive antique car, anyone can ride with him. Can’t throw candy – have to hand it out. Will need banner or car magnet. Maybe we can take Sheena. The parade is the Saturday after TOH, 12/10
      2. Robin will talk to Michelle about printing magnets when they are printing shepherd hooks for TOH
6. **New Business**
   1. Other (any ad hoc motions or points of discussion)
      1. Upcoming promotion: September membership meeting (when/where), October picnic, election, grants, TOH dates, volunteer needs, where we’ll be (Museum Picnic, Parade.
         1. Amber will send eblast – needs content
7. **Next Meeting Dates**
   1. Membership Meeting – September 15, 2022
   2. Board meeting – October 6, 2022
   3. Membership Picnic – October 8, 2022
8. **Adjourn 7:48** 1st Tania, 2nd Dino, adjourned