

Smith-Harris House Commission
Regular Meeting Minutes
March 28, 2018

Present: Robert Seifel, Chairman
Gary Lakowsky
Richard MacDonald
Maggi Prokop
Robert Patterson
Cheri Meier

FILED

APR 3 2018 AT 12:25 AM/PM
Walter Hulsh
EAST LYME TOWN CLERK

Also Present: Dan Cunningham, Ex officio, Board of Selectmen
Joanie DiMartino, Smith-Harris House Director
Donna Massung, Friends of the Smith-Harris President

I. CALL TO ORDER

Chairman Seifel called the meeting to order at 7 p.m.

II. APPROVAL OF MINUTES

Mr. Seifel asked for additions, deletions or corrections to the February 28, 2018 Minutes.

The following corrections were noted: Ms. Meier asked that her name be changed to "Ms. Meir" throughout. On page 1 under item 2, the second paragraph to be revised as follows: "Ms. Meier asked that on Page 3 under Collections Committee that her name be changed to read: Ms. Meir. On page 2 under Presentation of Bills the dollar amount should be \$336 in both places.

MOTION (1): Mr. Lakowsky moved to accept the February 28, 2018 Regular Meeting Minutes, as amended. Seconded by Ms. Prokop. (6-0) Unanimous.

Mr. Cunningham arrived.

III. REPORTS

A. Public Delegations. Ms. Massung reported the Plant Sale will be held on May 5 from 9 a.m. to noon.

B. Ex officio Report. Mr. Cunningham reported last week's meeting was cancelled. The Board of Selectmen completed its budget cycle. Work is being done to the Pennsylvania Avenue project.

C. Director's Report. (See attached).

D. Agenda Additions.

**MOTION (2): Ms. Prokop moved to add under Old Business,
C. April 28 Clean Up Day and under New Business,
C. 3. Approve the June 15 Legends Trip.
Seconded by Ms. Meir. (6-0) Unanimous.**

E. Chairman's Report. Mr. Seifel reported he received notice that the Budget Review for the Smith-Harris House Commission was scheduled tonight at 6:30 p.m. Ms. Johnson informed him it was not necessary for him to attend.

F. Financial Report.

1. Status Update. Mr. MacDonald reported 33% (\$5,326.96) remains in the Smith-Harris House budget.

2. Presentation of Bills. Ms. DiMartino reported last month POs were submitted for membership in NEMA, AASLH & CLHO.

3. Barn Rental. Ms. Prokop reported the Lions Club wanted to use the barn for its induction of new members. They have decided to use the Library instead.

She plans to go before the Board of Selectmen to discuss its policy on alcohol.

4. Budget Planning Committee.

a. Review of Budget and Planned Expenses. The Board of Finance budget hearing was scheduled for tonight.

G. Collections Committee.

There was no report.

H. Correspondence.

There was no correspondence.

IV. OLD BUSINESS

A. Property Maintenance.

1. Garden Fence and Maintenance. Mr. Patterson reported the tree surgeon will remove the limb on the tree by the barn and remove the apple tree.

The Eagle Scout informed Mr. Patterson he has been growing plants at his house and will bring them to the house when they grow.

Two estimates to clean the chimney will be obtained.

2. Front Walkway. Mr. Lakowsky reported we know how much slate is needed, and he is hopeful he will receive a donation of slate.

B. Museum Development.

1. SStepCT Report. See Director's Report.

C. Clean-up Day. Mr. Lakowsky reported he requested that the Town have a truck at the house on Clean-up Day (April 28 from 9 a.m. to noon). The town agreed to have a truck on April 28. He is hopeful Robert Foster will be able to bring his backhoe on

that day. A Brownie Troop has agreed to help. The presidents of the Rotary and Lions will be asked to supply help.

V. NEW BUSINESS

A. Property Maintenance.

1. Porch Repairs. Mr. Lakowsky is working on obtaining two quotes for repair of the porch.

B. Museum Development. There was nothing new to report.

C. Upcoming Events.

1. Bike & BBQ 2017. Mr. Lakowsky reported the Bike & BBQ Committee plans to meet on April 2. Messrs. Lakowsky and MacDonald will represent the Smith-Harris House Commission. Mr. Massung will represent the Friends.

They will use the barn to store 25 bikes. They will request a \$65 donation to Bikes for Kids.

The Bike & BBQ Committee have added three hikes: 5K, 10K and 15K.

2. Walk of Horror. The Walk of Horror will be held on October 26 and 27.

3. Approval of June 15 Legends Trip.

MOTION(3): Mr. Lakowsky moved to approve the Legends Trip on June 15. Seconded by Ms. Prokop. (6-0) Unanimous.

VI. ADJOURNMENT

MOTION (4): Mr. Lakowsky moved to adjourn the March 28, 2018 Smith-Harris House Commission Meeting at 7:55 p.m. (6-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary

Director's Report—March 2018

Smith-Harris House Commission & Friends of Smith-Harris House, Inc.

Strategic Plan

- The Strategic Plan has been approved by both organizations, and will serve as our road map over the next three years—congratulations to all!!!
- The new name survey has been filled out by all 13 members of the Commission/Friends Board; the next step will be for the Strategic Plan/Steps sub-committee to meet and plan for a final vote by all at the next joint meeting on April 9th at 3 pm at the House.
- I have begun the process of writing the final report for CTHumanities; thank you to Chuck Massung for getting the budget details to me so quickly.

Programs

- “Novel History” continued this month at the East Lyme Public Library. seven people attended the second session. The next speaker is Phil Devlin, and the Smith-Harris House is covering the cost of this speaker (\$100). I will submit his invoice and PO at the next meeting. The next date is April 30th; book is *Farewell to Arms* by Ernest Hemingway.
- We have been approached by Tim Weisberg, half of Legends Trips (Jeff is on a speaking tour) to host another ghost-hunting fundraiser for the Friends. Date suggested is Friday, June 15th.
- We have Randy Wilkinson, from Fallon & Wilkinson furniture conservator, for Saturday, October 20th for the 2018 tea.
- Wil Reed's class (12 students) is scheduled for their visit on Thursday, April 5th, 7:30 am.
- Colin McIvor, our new middle school contact, reached out to plan next year's (2019) school visit. We agreed to reconnect in late September/early October to meet in person and plan.

Professional Organizations

- POs for membership in NEMA, AASLH, & CLHO were submitted last month.
- The Diversity, Equity, and Inclusion Workshop with SECT Cultural Commission, attended by myself, Bob Patterson, and Kay Davis, was enlightening and informative.
- My proposed panel session for the CLHO Annual Conference, “Dark Stewardship: When Ghosts Become Part of the Collection,” was accepted! I will be speaking, along with Leslie Evans (Avery-Copp House), Liz Woods (Stonington Historical Society) and Jeff Belanger (Legends Trips). Date for the conference is Monday, June 4.

STEPS Sub-Committee

- We reviewed committee descriptions, discussed how to approach name change (survey) and rebranding. Also looking forward toward other policies to create (Disaster Plan, etc).
- Next meeting April 2nd 2:30 pm at the ELHS library.

Collections

- I will be contacting Mindy to go through Odgers papers.

Meetings Attended

- Joint Planning Friends/Commission meeting, 3/5
- DEI Workshop, 3/6
- phone meeting with ELMS teacher contact, 3/9
- STEPS Sub-Committee meeting, 3/12
- phone meeting with Kathleen Patterson, 3/14
- Commission meeting, 3/28

Upcoming Meetings

- STEPS Sub-Committee meeting, 2:30 pm ELHS Library, April 2nd.
- Strategic Plan Joint Commission/Friends meeting, House, 3 pm. April 9th.
- Friends of Smith-Harris House meeting, 2 pm, April 10th.
- Commission meeting, 7 pm, Senior Center, April 25th.
- Other meetings TBD.

Upcoming Time Off

- April 16—20 for spring break
- May 22—25 for poetry conference

Submitted by: Joanie DiMartino, Executive Director

March 28, 2018