

Brookside Farm Museum  
Meeting Minutes  
October 25, 2018

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

Also Present: Donna and Chuck Massung  
Joshua D. Taylor

FILED  
OCT 31 2018 AT 11:50 AM/PM  
*[Signature]*  
EAST LYME TOWN CLERK

### I. CALL TO ORDER

Chairman Seifel called the meeting to order at 7:00 p.m.

### II. APPROVAL OF MINUTES

Mr. Seifel asked for additions, deletions or corrections to the September 26, 2018 Brookside Farm Museum Minutes.

**MOTION (1): Mr. Lakowsky moved to accept the September 26, 2018 Regular Brookside Farm Museum Meeting Minutes, as presented. Seconded by Ms. Prokop. (6-0) Unanimous.**

### III. REPORTS

#### A. Public Delegations.

Joshua D. Taylor was introduced by Ms. Massung.

Ms. Massung informed the Commission the laundry display has been taken down.

She felt the telephone message at the house needs to be changed. She suggested that all calls be referred to the Brookside Farm website.

She reported the Friends would like to have an Open House on December 2 from 1 p.m. to 3 p.m.

Ms. Massung was informed a telephone call was received to request a barn rental for a wedding. She will give Ms. Prokop the information.

#### B. Agenda Additions.

**MOTION (2): Mr. Lakowsky moved to add under New Business, B. 1. Committee to Search for Curator. 1a. Discussion with Joshua D. Taylor and under New Business B.3. 2019 Brookside Farm Meeting Calendar. Seconded by Mr. MacDonald. (6-0) Unanimous.**

C. Ex officio Report.

Mr. Cunningham was unable to be present, and there was no report.

D. Directors Report. There was no report.

E. Chairman's Report. Mr. Seifel was asked to submit the 2019 Brookside Farm Museum calendar of meeting dates to the Town Clerk.

F. Financial Report.

1. Status Update. Mr. MacDonald reported the remaining balance in the Brookside Farm Museum budget is \$13,744.05. He stated 41% of our budget has been spent.

2. Presentation of Bills. There were no bills presented for payment.

3. Barn Rental. The Walk of Horror will be held on October 26.

4. Budget Planning Committee. Mr. Lakowsky met with Anna Johnson, Finance Director, who informed him the budget may not reflect Brookside Farm Museum.

a. Review Budget and Planned Expenses. At the November meeting a Committee will be appointed to review the upcoming budget.

G. Collections Committee. Ms. Massung reported the house will be decorated in Christmas traditions.

H. Correspondence. There was no correspondence.

IV. OLD BUSINESS

A. Property Maintenance.

1. Garden Fence and Maintenance. Mr. Lakowsky reported he has been winterizing the house. The temperature of the house has been set at 50 degrees. There will be an outside outlet for Heidi Trees. Mr. Lakowsky reported the garden fence will be a spring project.

B. Museum Development.

1. The Strategic Planning Committee. Mr. Lakowsky suggested working on fiscal planning in April.

V. NEW BUSINESS

A. Property Maintenance.

Mr. Patterson reported the barn was cleaned after the wedding.

1. Porch Repairs. Mr. Lakowsky has received two bids for the porch repairs. One was for \$6,718 and the other was \$8,360. A grant will be sought.

2. Technology-Internet. There was nothing new to report on internet service for the Brookside Farm Museum.

B. Museum Development.

1. Committee to Search for a Curator.

a. Discussion with Joshua D. Taylor. Mr. Lakowsky and Ms. Massung met with Joshua D. Taylor. He is an expert on Past Perfect and collections.

The Friends and the Commission asked how he is going to be paid? They met with the Finance Director and First Selectman. The remaining balance in the salary account for the Director can be used to pay him. He would be appointed as Interim Curator. His base rate is \$20 per hour. He has agreed to 10-20 hours per week. Mr. Lakowsky felt we can afford 10 hours per week. Mr. Taylor has had some Curator experience and will offer suggestions to the Friends. He can help with the Farmstead and look at the collection. He comes highly recommended. His resume was available for the Commission to review.

Mr. Patterson asked Mr. Taylor if he will continue to work at other positions? He stated he will work only part time with the Coast Guard Museum. He only works at the Nathan Hale Schoolhouse on weekends. Mr. Patterson asked if he works anywhere else? Mr. Taylor stated he will only work at the Coast Guard Museum and Brookside Farm Museum.

Mr. Taylor informed the Commission he feels it is not necessary to have many events but only quality events.

**MOTION (3): Mr. Lakowsky moved to hire Joshua D. Taylor as our Interim Curator. Seconded by Ms. Prokop. (6-0) Unanimous.**

2. Committee to Search for a Rebranding Firm. Ms. Massung reported she met with Alaina Tobin and was impressed with her. She had many ideas and is willing to work for us. She would be paid one-half of her contract now and one-half after her work is completed. She will provide us with a new logo. She had some ideas on how she would promote the Brookside Farm Museum.

3. 2019 Calendar of Meeting Dates. Brookside Farm Museum. Commission members plan to meet in 2019 in the Senior Center Day Room at 7 p.m. on the following meeting dates:

January 23	February 27	March 27	April 24	May 22
June 20	July 24	July 24	August 28	Sept. 25
October 23	November 20	No December meeting.		

**MOTION (4): Mr. Lakowsky moved to approve the above meeting dates at the Senior Center Day Room, pending the room being available. Seconded by Mr. MacDonald. (6-0) Unanimous.**

#### C. Upcoming Events.

1. Walk of Horror. Ms. Prokop reported the Walk of Horror will be held only on October 26. They have cancelled October 27.

## VI. ADJOURNMENT

**MOTION (5): Mr. Lakowsky moved to adjourn the October 25, 2018 Brookside Farm Museum Regular Meeting at 7:45 p.m.**

**Seconded by Mr. MacDonald. (6-0) Unanimous.**

**Respectfully submitted,**

**Frances Gheri, Recording Secretary**