

**BROOKSIDE FARM MUSEUM
REGULAR MEETING MINUTES OF MAY 22, 2019**

Members Present: Robert Seifel
Cheri Meier
Robert Patterson
Maggi Prokop
Richard MacDonald

Absent: Gary Lakowsky, Chairman

Also Present: Donna Massung, President of the Friends
Kathleen Patterson, Chairperson of the Collections Committee
Joshua Taylor, Interim Curator

FILED
May 24 2019 AT 11:40 AM/PM
Kevin Yalton
EAST LYME TOWN CLERK

- I. **CALL TO ORDER.** Acting Chairman Seifel called the May 22, 2019 Brookside Farm Museum Regular Meeting to order at 7 p.m.
- II. **APPROVAL OF MEETING MINUTES.** Mr. Seifel asked for additions, deletions or corrections to the April 24, 2019 Brookside Farm Museum Meeting Minutes.

The following corrections were noted: On page 1, item III. b, the second sentence change "We" to "The Puppetry members" and the last sentence should begin with the "Puppetry members" not "We". On page 2, the last sentence of the first paragraph to begin with the "Puppetry members" not "We" and the last sentence of the third paragraph to begin with "Puppetry members" not "We".

MOTION (1): Ms. Prokop moved to approve the April 24, 2019 Brookside Farm Regular Meeting Minutes, as amended. Seconded by Ms. Meier (5-0) Unanimous.

III. **REPORTS**

a. Agenda Additions.

MOTION (2): Ms. Prokop moved to add to this evening's Agenda, under Old Business Puppetry Project and under New Business Resignation of Maggi Prokop for barn rentals. Seconded by Ms. Meier. (5-0) Unanimous.

- b. Public Delegations. Ms. Massing reported June 8 is Open House Day from 10 a.m. to 2 p.m. At 1 p.m. we will unveil our new logo. Joshua Taylor will give a presentation.

Ms. Massing reported a joint planning meeting of the Commission and Friends will be held on June 27 at 3:30 p.m.

- c. Ex-officio. Mr. Cunningham was unable to be present, and there was no report.

- d. Curator. Mr. Taylor reported the shelves have been installed and will be used for displays. The floor is not level and will need shimes to level it out. He is working on an exhibition for the rebranding.
- e. Chairman. Mr. Seifel had nothing new to report on.
- f. Financial. Mr. Patterson reported as of this week there was \$3,980.01 remaining in the Brookside Farm Museum budget. We have spent 76% of the budget.
 - 1. Status Update. Mr. Patterson charged \$15.49 for a piece of plywood at True Value to replace a board on the porch.
 - 2. Presentation of Bills. There were no bills presented for payment.
 - 3. Barn Rental Looking for a new person. Ms. Meier stated she is willing to share the work needed for barn rentals but did not wish to do it alone.
 - 4. Budget. There was nothing new to report on the budget.
- g. Collections. Ms. Patterson informed the Commission they are entering the house's inventory of collections in the computer and are not taking in new items at this time.
- h. Correspondence. Ms. Prokop read a thank you note from St. Matthias Women's' Club for the tea cups the Friends gave them.

IV. **OLD BUSINESS**

- a. Property Maintenance.
 - 1. General Maintenance Report. Mr. Patterson reported he and Mr. Massung installed and painted another door for the first-floor bathroom. They also will be removing shelving and doing additional painting. Mr. Patterson stated the garden needs attention. Mr. Massung brought brush and shrubs to the Town dump.

Ms. Patterson reported there were barefoot teens after school on the property in the woods. She expressed concern about liability since that area is in disrepair. She felt the path needs to be secured before summer, and it needs to be maintained during the year.

- b. **MUSEUM DEVELOPMENT**

There was no discussion on museum development.

- c. **UPCOMING EVENTS**

- 1. Plant Sale May 11. Ms. Meier felt there was a steady stream of people at the Plant Sale. The Friends made \$595.
- 2. Friends' Annual Meeting. The Friends Annual Meeting is re-scheduled for June 20 at 10 a.m. in the barn.
- 3. CT. Open House Day June 8. Ms. Massung reported CT. Open House Day will be held on June 8 from 10 a.m. to 2 p.m. The unveiling of the house logo will be at 1 p.m. Mr. Taylor will give a presentation. Our new exhibit will be up. Refreshments will be served. Formal invitations will be sent out. It has been advertised in the Lyme Times and Post Road Review. Mr. Taylor suggested putting it on Facebook and Instagram.

4. Bike and BBQ The Bike and BBQ has been cancelled for this year.
5. Exploring History Day October 14. Exploring History Day will be held on October 14.
6. Spirit Voices Spirit Voices will be held on October 19.
7. December 8 Open House. The Open House will be held on December 8.

V. **NEW BUSINESS**

- a. Property Maintenance. There was nothing further to discuss on property maintenance.
- b. Museum Development.
 1. Middle School Program for 2020. A meeting on the Middle School Program will be planned together with the Middle School teacher in September.
- c. Puppetry Barn Usage. Mr. Patterson felt an email should be sent to Mr. Waterman with a series of questions the Commission would like him to discuss at the next meeting of this Commission.

VI. **ADJOURNMENT**

MOTION (3): Ms. Prokop moved to adjourn the Brookside Farm Museum May 22, 2019 Regular Meeting at 8:10 p.m. Seconded by Mr. MacDonald. (5-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary