

BROOKSIDE FARM MUSEUM  
REGULAR MEETING MINUTES  
NOVEMBER 16, 2022

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EAST LYME, CT

2022 NOV 21 A 8:19

*Carol Hill*  
TOWN CLERK

**Present:** Robert Seifel. Chairman  
Richard MacDonald  
Maggi Prokop  
Cheri Meier

**I. CALL TO ORDER** Chairman Seifel called the November 16, 2022 Brookside Farm Museum Meeting to order at 7:10 p.m.

**II. APPROVAL OF MINUTES.** Mr. Seifel asked for additions, deletions or corrections to the Brookside Farm Museum Minutes of October 26, 2022.

**MOTION (1):** Ms. Meier moved to approve the October 26, 2022 Brookside Farm Museum Minutes, as presented. Seconded by Mr. MacDonald. Ms. Meier abstained from voting. (3-0-1) Motion carried.

**III. REPORTS**

- a. Agenda Additions. There were no additions to the agenda.
- b. Public Delegations. Ms. Meier reported she and Ms. Massung have been meeting at the house twice a week to remove non-essential items. They cleaned the kitchen and the bathrooms. They have been working on the office to have it become more manageable. They plan to take inventory before there is an event at the house
- c. Ex-Officio. Mr. Cunningham was unable to be present and there was no Ex Officio report.
- d. Curator
  1. Advertising. Ms. Meier reported she asked Ms. Ames to put an ad for a Curator on the town website under jobs available. Ms. Massung agreed to advertise for a Curator on CHLO's website.
- e. Chairman Mr. Seifel reported currently we have \$9,825.88 in the Brookside Farm Museum budget.
- f. Financial
  1. Status Update. (See the Chairman's report)
  2. Presentation of Bills. Mr. Seifel reported we received a Water & Sewer bill in the amount of \$80.21.
  3. 2022/2023 Budget. Mr. Seifel reported the Finance Director agreed to help us through the budget process.

4. Collections Ms. Meier reported we have been offered a butter churn. Ms. Massung will meet with the gentleman who is offering it to determine whether or not it is appropriate for the house.

The chest was given back to Craig Woody. It is an item from 1930-1940 and not appropriate for the house.

- g. Correspondence. Mr. Seifel reported a thank you note was received by Linda Brouard for the Memorial Service in the barn for her husband.

#### **IV. OLD BUSINESS**

- a. Property Maintenance
  1. General Maintenance Report. The front pillars have been installed.
  2. Split Rail Fence. Mr. Massung put back and fastened the two sets of railings.
  3. Painting There was nothing new on painting the house.
  4. Cellar Doorway. The siding around the cellar door was repaired. The fans for the barn have also been installed.
- b. Museum Development. There was nothing new on museum development.
- c. Events. Heidi's Trees will sell Christmas trees and wreaths after Thanksgiving.

#### **V. NEW BUSINESS**

- a. Barn Rentals. Ms. Meier reported the birthday party previously scheduled for November 5, 2022 has been cancelled. A wedding reception will be held on June 24, 2023.
- b. NEMA and CHLO. Ms. Massung agreed to advertise for a Curator on the CHLO websites.
  1. Web page, Facebook and Administrator. Ms. Meier asked that the Curator position be advertised on the town website.
- c. Historical Properties Commission. Ms. Prokop reported there was no meeting this month.

#### **IV. ADJOURNMENT**

**MOTION (2): Ms. Prokop moved to adjourn the November 16, 2022 Brookside Farm Museum Regular Meeting at 7:35 p.m. Seconded by Ms. Meier. (4-0) Unanimous**

**Respectfully submitted,**

**Frances Gheri, Recording Secretary**