

BROOKSIDE FARM MUSEUM  
REGULAR MEETING MINUTES  
JUNE 28, 2023

RECEIVED FOR RECORD  
EAST LYME, CT

2023 JUL -3 A 11: 14

*Court Hill*  
TOWN CLERK

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

**Also Present:** Donna Massung, President of the Friends  
Annah Perch. Curator  
Dan Cunningham, Ex officio

**I. CALL TO ORDER** Chairman Seifel called the June 28, 2023 Brookside Farm Museum Meeting to order at 7:07 p.m.

**II. APPROVAL OF MINUTES.** Mr. Seifel asked for additions, deletions or corrections to the Brookside Farm Museum Regular Meeting Minutes of May 24, 2023.

**MOTION (1):** Ms. Meier moved to approve the May 24, 2023 Brookside Farm Museum Regular Meeting Minutes, as presented. Seconded by Ms. Prokop. (3-0) Unanimous.

**III. REPORTS**

- a. Agenda Additions. There were no additions to the agenda.
- b. Public Delegations. Ms. Massung had nothing new to report. It was suggested that future meetings be held at the house.
- c. Ex-Officio. Mr. Cunningham reported the Board of Selectmen have been focusing on the Charter Revision's proposed additions most of which the Selectmen support. One change was to eliminate the automatic Referendum. Residents stated they wish to have an opportunity to voice their rights and wish to continue with an automatic Referendum. We will continue to have an automatic Referendum.

The First Selectman will have a four-year term of office. The Tax Collector and Town Clerk will be a hired not elected positions.

Money received from nips bottles deposits has been used for trash containers.

- d. Curator. (See attached report). Ms. Perch added we received a Collections Assessment Grant. A site visit will be scheduled. She plans to apply for additional grants.

She reported Lisa Timothy and her staff members at the library came for a tour of the Brookside Farm Museum. Ms. Perch felt we can work together with the library.

She suggested a cross -stitch event. She would also like to have a photographer take photos of youngsters to put on Facebook

Ms. Massung recommended having an ice cream social.

Ms. Meier suggested a Tag Sale and that a fee be charged to rent a table.

Ms. Perch has added a donation page to the Brookside Farm Museum webpage.

The cedar picnic tables have been received. The old picnic tables have been removed.

- e. Chairman. Mr. Seifel asked if the pet deterrents have been placed in the barn. He was informed they have been placed in the barn and corn crib.
- f. Financial
  - 1. Status Update. The balance in the Brookside Farm Museum budget is \$-1,329.91.
  - 2. Presentation of Bills. No bills were presented.
  - 3. 2022/2023 Budget. There was no further discussion on the 2022/2023 budget.
  - 4. Collections. (See Curator's Report).
- g. Correspondence. There was no new correspondence.

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

- a. Property Maintenance
  - 1. General Maintenance Report. Ms. Meier reported maintenance along the wall is needed.
- b. Museum Development. There was no discussion of museum development.
- c. Events.
  - 1. August 20 from 6-8 p.m. for an evening of Irish music. She suggested placing an ad in the Post Road Review. Ms. Perch will advertise all events on Facebook.
  - 2. September 23 from 6-8 p.m. Trivia Night will be held.
  - 3. October 21 from 1-3 p.m. Slightly Scary Stories and S'mores will take place.
  - 4. December 10 from 1-3 p.m., a Holiday Open House will be held.

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

- a. Barn Rentals. Ms. Meier reported on June 24 a wedding reception was held in the barn. We are now missing a table and there was much trash left. She referred to #8 of the rental agreement regarding trash removal. She agreed to contact the couple when they

return from their honeymoon. It was suggested that she charge them for the removal of the trash. Ms. Perch suggested future rentals be charged a security deposit of \$250.

Ms. Massung asked that the portapotties in the future not be left in front of the house. Two suggestions were made that they be left on the side of the corncrib or to the left of the barn.

Ms. Meier has rentals on July 30 and on August 26.

- b. NEMA and CHLO.
  - 1. Web page, Facebook and Administrator. There was nothing new to report.
- c. Historical Properties Commission. Ms. Prokop was unable to attend. Ms. Perch attended but had nothing new to report.
- d. Cross-stitching. The cross-stitching event will be held on July 16 from 1 p.m. to 3 p.m.
- e. Children's Games. Children's Games will take place on Sundays.

#### **IV. ADJOURNMENT**

**MOTION (2): Ms. Meier moved to adjourn the June 28, 2023 Brookside Farm Museum Regular Meeting at 8:00 p.m. Seconded by Ms. Prokop. (4-0) Unanimous**

**Respectfully submitted,**

**Frances Gheri, Recording Secretary**

## Brookside Farm Museum

### Curators Report as of 6/28/23

- Spent remaining budget dollars on new picnic benches, new printer, PastPerfect upgrade, crafts for kids, pest control, business cards, and more.
- Retained two new volunteers and worked with them to plan the re-establishment of the kitchen garden.
- Hosted Marjorie Meekhoff and a partner from East Lyme Pollinator Pathways for a tour. Brainstormed a great deal about the capabilities of the Brookside Farm Museum's outdoor space.
- Met with past curator Joanie DiMartino at the Prudence Crandall Museum in Canterbury. Spent a couple of hours learning about the history of Brookside Farm Museum and the current state of affairs for small museums across CT.
- Attended Historic House Commission meeting.
- Spent a good deal of time with Dana from Connecticut Humanities learning about the Connecticut Collections project and how to integrate our collection.
- Continued to organize files and look for pertinent information.
  
- Next month I would like to work with the Friends on fundraising. I will be using Monday.com to manage a database of members, community members, and donors.
  
- Seeking a landscape designer or architect willing to create a professional site plan to go along with goals for the future of the gardens to support a written plan for grant writing and other fundraising purposes.