

BROOKSIDE FARM MUSEUM
REGULAR MEETING MINUTES
JUNE 26, 2024

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EAST LYONS, CT
2024 JUL -1 P 1:51

Carroll Hill
TOWN CLERK

Present: Cheri Meier
Richard MacDonald
Wanda Stazick

Absent: William Follett

Also Present: Donna Massung, President of the Friends
Annah Perch, Curator

I. **CALL TO ORDER.** Ms. Meier called the June 26, 2024 Brookside Farm Museum Regular Meeting to order at 7:00 p.m.

II. **APPROVAL OF MINUTES.** The Commission was asked for additions, deletions or corrections to the May 22, 2024 Regular Meeting Minutes of the Brookside Farm Museum.

MOTION (1): Ms. Stazick moved to approve the May 22, 2024 Regular Meeting Minutes, as presented. Seconded by Mr. MacDonald. (3-0) Unanimous.

III. **REPORTS**

- a. **Agenda Additions.** There were no additions to the Agenda.
- b. **Public Delegations.** There were no guests.
- c. **Ex Officio.** Mr. Debble was unable to be present, and there was no report.
- d. **Curator – Annah Perch.** See attached Curator’s Report.
- e. **Chairman- Cheri Meier.** See attached Chairman’s Report.
- f. **Financial. Treasurer –Bill Follett.** Mr. Follett was unable to be present, and there was no report.

IV. **OLD BUSINESS**

1. **Events Friends’ Report – Donna Massung.** Ms. Massung reported she will give the Parks and Recreation Office information for their newsletter on the following upcoming events:

- Victorian Lady was a success.
- Tea June 12, from 1 p.m. to 3 p.m. Five were in attendance.
- Teddy Bear Tea, July 17, from 1 p.m. to 3 p.m. \$5. Children must attend with an adult.
- Irish Music with the Clan O’Leary Band August 18 from 6 p.m. to 8 p.m.
- Trivia Night September 21 from 6 p.m. to 8 p.m.

- Slightly Scary Stories & S'mores October 20 from 1 p.m. to 3 p.m.
- Holiday Open House December 11 from 1 p.m. to 3 p.m.

2. **Other.** There was no discussion of any other old business.

V. NEW BUSINESS

MOTION (2): Mr. MacDonald moved to cancel the July Brookside Farm Museum Regular Meeting. Seconded by Ms. Stazick. (3-0) Unanimous.

a. **Barn Rentals – Cheri Meier.** Ms. Meier reported on the following rentals: The August 10 baby shower was cancelled. The next rental is on September 28 for a wedding reception.

1. **Discussion on updating the barn contract.**

MOTION (3): Ms. Stazick moved to table discussion on updating the barn contract. Seconded by Mr. MacDonald. (3) Unanimous.

b. **Historical Properties Commission.** Ms. Massung reported circa plaques will be an ongoing project.

She informed the Commission that the Lee House will have a Flea Market on July 4 weekend.

The Samuel Smith Farmstead will have an Open House on July 20 from 10 a.m. to 3 p.m.

On July 21 local authors will have a book signing at 3 p.m.

VI. ADJOURNMENT

MOTION (4): Ms. Stazick moved to adjourn the June 26, 2024 Brookside Farm Museum Meeting at 7:50 p.m. Seconded by Mr. MacDonald. (3-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary

June 2024 Curator's Report
as of June 23, 2024

Grants and Assessments

I completed the grant application for a historic structures report from SHPO. The consultant who would work on the historic structures report if successful knows the people at SHPO very well and did a great job putting our application in the face of the right people.

This is a grant for \$10,000 with a \$10,000 match required. Friends approved a \$5,000 match and I committed \$5,000 of our capital budget by the town to complete the match (the town didn't get back to me when I asked permission to do this, so I just did it and cannot accept the grant later if necessary).

Grounds Security

Nothing surprising was caught on the security cameras. There were people here on 6/22 at 10:15 am looking around the barn. I don't know the purpose of their visit.

Programs

We held a very successful fir book discussion group on June 6.

We had a mildly successful presentation of the UConn presentations on June 5. The showing didn't match the number of people who registered and was pretty poorly attended. Mariana, one of the professors, and I will be working on a big grant to the USDA later in the summer (due September 1). The grant is for \$1,00,000 per year and will be used to implement some of the initiatives developed by the students that the Town approves of and can be a multi-year grant. Mariana would like to continue the school's close relationship with us, which is very exciting.

I have secured Tom Schuch to start the research on the Christian Freeman newspaper as it may relate to the history in East Lyme. The work will start this summer and I will use the remaining few dollars of this year's budget to pay him a stipend. I will also apply for a "quick grant" from CT Humanities and Community Foundation of Eastern Connecticut by July 1.

Misc.

Frontier installed Wi-Fi. The Wi-Fi should extend throughout the house and into the barn.

A boy scout followed up with me about his Eagle Scout project. We met a couple of times and went over his proposal. He plans to develop an outdoor classroom at the front of the trail. He plans to build rustic benches using the downed trees on the property. The benches will be portable so if we develop a different strategy for the grounds in the future or choose to put the benches somewhere else, we can.

The Friends of Brookside Farm Museum committed to funding some meaningful projects in the next fiscal year, which includes:

- Improved signage around the property. This was recommended by almost every presentation made by UConn. Educational signs can cost \$1,000 per sign. Wayfinding signs would be less. Annah will manage the project in the amount of \$5,000.
- Consultant to catalog the objects and paper in the house. A student archivist could be paid minimum wage to accomplish this task at \$15.69 per hour. At 10 hours per

week that would be \$156.90 per week and could be capped at \$2,510 (or 16 weeks of work).

Chairman's Report J
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- I am offering a few hours a month to help with the cataloging of inventory or anything else pertaining to the house that the curator deems appropriate. This is a requirement of fulfilling my commitment to the Thames River Heritage Park's Docent Academy that I completed in May 2024.
- If requested by our curator, Annah Perch, I attend any meetings with her and professionals that are deemed appropriate for the chairperson of the Commission.
- I am in contact with Past to Present about items we gave them to sell and their status.
- I am busy with events that the Friends of Brookside Farm Museum sponsor, spending time and energy along with the other volunteers to insure events are meaningful, well planned and appropriate for our audience.
- I have asked Wil Reed to work with me this summer sorting out artifacts that his classes have found on the property that are appropriate for display either in the barn or in the house. We may be working with one of his students if possible.