

Smith-Harris House Commission
Regular Meeting Minutes
July 28, 2010

Present: Beth Hogan
Carol Marelli
Gary Lakowsky
Richard MacDonald
Jim and Georgia Lee Littlefield
Maggi Prokop

Also Present: Gene Medley

Chairlady Hogan called the July 28, 2010 Smith-Harris House Commission Meeting to order at 7:10 p.m.

1. Delegations. There were no delegations.

2. Friends. Gene Medley reported Gray/Davis Associates gave a wonderful appraisal at a cost of \$425. The belongings in the house were appraised at \$31,225. The Grays will donate to the house \$1400 of their own personal items. Gray/Davis Associates have been authorized to be agents for the Friends, since they know the house and are well respected in their profession. They will not charge a commission for any item.

The Friends are archiving all Treasurer's Reports and Minutes to be placed in a file cabinet.

The Friends met on July 13 and asked that Ms. Medley inform this Commission that they value a good working relationship with the Commission. The Friends voted to pay for the Brass Band, for "Call Me Lizzy" and \$3,000 for Heritage Weekend. In the future they wish to vote on funding each program individually.

Judy Aldrich has agreed to be temporary Vice President and Betty Purvis temporary Treasurer.

Beth Hogan asked for a updated financial statement of the Friends in order to apply for the Dominion grant.

There was discussion on a fundraising letter. Gary Lakowsky stated that the Lions will have its budget meeting soon, and he recommended that a letter be sent to them.

Gene Medley reported the Friends plan to have the crack in the parlor table repaired.

3. Ex-Officio Report. Mr. Birmingham was unable to be present this evening.

4. Agenda Additions. There were no additional agenda items.

5. Approval of Minutes. Beth Hogan asked for additions, deletions or corrections to the June 23, 2010 Smith-Harris House Commission Regular Meeting Minutes.

The following correction was noted: On page 2, that the last sentence be rewritten as follows: "Gene Medley and Georgia Lee Littlefield will work together on the displays."

On page 4, the last sentence to be moved to the last sentence on page 3, under item c.

MOTION: Carol Marelli moved to approve the Smith-Harris House Commission Regular Meeting Minutes of June 23, 2010, as amended. Seconded by Georgia Lee Littlefield. (7-0) Unanimous.

6. Finance Report.

a. Status Update. Mr. MacDonald reported as of today \$11,934.29 remains in the Smith-Harris House Commission budget.

b. New Reimbursements. Carol Marelli submitted a receipt for reimbursement in the amount of \$10.39.

MOTION: Mr. Lakowsky moved to reimburse Carol Marelli \$10.39 for expenses for the Smith-Harris House. Seconded by Mr. Littlefield. (7-0) Unanimous.

7. Chairlady's Report. Commission members read Memo dated July 23, 2010 from Carol Marelli. The Commission regrets that she will resign from the Commission effective November 1.

8. New Business.

a. Barn Rentals. Maggi Prokop reported she received a phone call and met with a couple who would like to rent the barn for a wedding in June 2011. They will call to confirm.

Boy scouts requested a tour of the house on Sunday.

b. Final Budget Transfer. The final budget transfers to utilities have been made.

c. Marketing Programs at SH. Mr. Lakowsky suggested advertising on Channel 24.

It was felt an email list should be developed.

The displays were advertised on Discover East Lyme.

The Yankee Brass band has been advertised in the Day and the Lyme Times. Mr. Littlefield agreed to take care of advertising for Heritage Weekend.

d. Capital/Maintenance Site Walk for Commission Members. It was agreed that Commission members will have a site walk at 6:30 p.m. on August 25, prior to its regularly scheduled meeting.

9. Old Business

a. Status Bulk Head Replacement There was no discussion on the bulk head replacement.

b. Discussion re Policy for Donations for Memorials. There was no discussion on a policy for memorial donations.

c. Discussion on Summer Programs – Yankee Brass & One Act Play. Tour Guides will be at the house on Saturday from 12 p.m. to 4 p.m. and 5 p.m. to 9 p.m. All Commission members were asked to be at the house for the Yankee Brass Band Program on July 31 at 4:30 p.m. In the event of rain, the Community Center will be used. The Lions will sell kettle corn and cold drinks during this event.

MOTION: Gary Lakowsky moved that the proceeds received by passing the hat for the Yankee Brass Band Program will be given to the Friends. Seconded by Richard MacDonald. (7-0) Unanimous

On August 21 at 7 p.m. a one act play “Call Me “Call Me Lizzy” will take place at the house.

d. By-Law Review. There was no discussion on the By-Law.

10. Committee Projects/Special Committees.

a. Heritage Weekend. The Heritage Weekend Committee will meet on August 5 at 6:30 p.m.

b. Marketing/Fund Development Committee/Volunteer Recruitment. There was no discussion on marketing.

11. Outside Meetings

a. Five Rivers. Mr. MacDonald reported Five Rivers did not meet in July.

b. Historical Society. Maggi Prokop reported the Historical Society will have its 350th weekend celebration in September. Thirty descendents of Thomas Lee plan to attend. The cost for each individual attending the weekend event is \$125. Betty Murphy will prepare a draft fundraising letter for review by the Board. David Pelletier donated 350th banners. The caterer has requested \$3,000. John O’Neill reported \$3900 has been received. In July consulting engineers will do a survey.

Wilbur Beckwith provided a slide show on June 16.

Commission members read email from Richard F. Donohue, dated July 16, 2010, regarding program presenters.

c. Other items/events. There was no discussion of other items or events.

12. Adjournment.

MOTION: Richard Lakowsky moved to adjourn the Smith-Harris House Commission Meeting of July 28, 2010 at 8:15 p.m. Seconded by James Littlefield. (7-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary