

Smith-Harris House Commission
Regular Meeting Minutes
June 23, 2010

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

Also Present: John Birmingham
Gene Medley

Chairlady Hogan called the June 23, 2010 Smith-Harris House Commission Meeting to order at 7:04 p.m.

1. Delegations. There were no delegations.

2. Friends. Gene Medley reported she has been elected President of the Friends. There is a vacancy for Vice President and Treasurer. Commission members were asked to give her any recommendations for these positions.

The Davis' appraisal arrived today. She will report on it at the July Smith-Harris House regular meeting. Mr. and Mrs. Davis would like to have an Antiques Roadshow at the Smith-Harris House.

She thought the house looked wonderful during the Open House.

Mr. Lakowsky reported the Lions will no longer split its profits with the Friends from the sale of kettle corn and soda during the Yankee Brass Band program. They will instead donate \$200 towards the event.

Commission member Carol Marelli arrived.

3. Ex-Officio Report. Mr. Birmingham welcomed Georgia Lee Littlefield as a new member of this Commission.

4. Agenda Additions.

MOTION: Carol Marelli moved to add under item 8.
New Business c. Summer Displays,
d. Update on Textiles from Susan Jerome,
e. Gene Medley's Report on School Educational Programs and f. Moving the Bat House.
Seconded by Jim Littlefield. (7-0)
Unanimous.

5. Approval of Minutes. Beth Hogan asked for additions, deletions or corrections to the May 26, 2010 Smith-Harris House Commission Regular Meeting Minutes.

The following correction was noted: On page 1, under item 2, the last sentence to be rewritten as follows: "Georgia Lee Littlefield has been house cleaning and recoated the floor cloth." On page 3, under item 10 a. the first sentence to be rewritten as follows: "A subcommittee will meet on June 3 at 6 p.m. in the barn to discuss Heritage Weekend and under item 10 b. the next to the last sentence of the first paragraph to be rewritten as follows: "Maggie Prokop and Jim Littlefield will be at the house."

MOTION: Mr. Lakowsky moved to approve the Smith-Harris House Commission Regular Meeting Minutes of May 26, 2010, as amended. Seconded by Maggi Prokop. Georgia Lee Littlefield abstained from voting. (6-0-1) Motion carried.

6. Finance Report.

a. Status Update. Mr. MacDonald reported as of June 22 \$798.39 remains in the Smith-Harris House Commission budget.

b. New Reimbursements. Carol Marelli reported she had two additional keys made.

7. Chairlady's Report. Beth Hogan drafted a letter to the Friends requesting that the Friends' Program Account be kept separate from its main account. Commission members reviewed the draft letter.

She informed the Commission that funds need to be raised for the Yankee Brass Band and One Act Play. She would like these events advertised on the Smith-Harris House website, the scroll and Discover East Lyme.

She informed Gene Medley that an audited financial statement from the Friends is needed in order to apply for the Dominion grant.

8. New Business.

a. Barn Rentals. Maggi Prokop reported the barn is rented for July 10 from 11-3 p.m. Mr. Lakowsky and Carol Marelli agreed to be at the house during those hours.

b. Budget Transfer. As of this report the transfers to utilities have not been made.

c. Summer Displays. Georgia Lee Littlefield would like to have changing displays at the house.

She is planning an antique quilt display in July, a Santas and Christmas crafts display in August. The displays will be held on a Saturday from 2 p.m. to 4 p.m. Gene Medley and Georgia Lee Littlefield will work together on advertising the displays.

d. Textile Status Report From Susan Jerome. Susan Jerome emailed Jim Littlefield regarding a series of workshops on storage solutions sponsored by the Connecticut Library.

e. Gene Medley's Report on School Educational Programs. Commission members received copies of an email from the Mariner students and Ellen Cummings, their Social Studies teacher, to Gene Medley thanking her for sharing our region's local Revolutionary War history connections.

Mrs. Medley gave the music teacher information on the Yankee Brass Band.

General Lee has agreed to return to the seventh and eighth grade classrooms next year. Mrs. Medley will continue a program next year on the Revolutionary War period.

A program on Ellis Island and machines that were developed during that period is being planned.

f. Moving the Bat House. Mrs. Marelli suggested moving the bat house away from buildings. Mr. Littlefield suggested moving it to the pond. Mr. Birmingham agreed to check on the cost of having the bat house moved.

9. Old Business

a. Status Bulk Head Replacement Mr. Littlefield reported he has ordered the bulk head and plans to install it.

b. Discussion re Policy for Donations for Memorials. This matter was tabled.

c. Discussion on Summer Programs – Yankee Brass & One Act Play. All Commission members were asked to be at the house for the Yankee Brass Band Program on July 31 at 6:30 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.

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

An Antiques Roadshow will be held some time in August. Mary Cutillo will contact Mr. and Mrs. Davis to determine the date they are available for this program.

Carol Marelli made flyers of upcoming events at the house. Maggi Prokop agreed to distribute them locally.

d. By-Law Review. This matter was tabled.

10. Committee Projects/Special Committees.

a. Heritage Weekend. A subcommittee will meet on June 29 at 6 p.m. at the house to discuss Heritage Weekend. The subcommittee is working on new presenters. Ron Bence informed Mrs. Marelli that the program may be moved to the Community Center in the event of rain.

b. Open House June 12, 2010 Review. Mrs. Marelli reported all who attended enjoyed the June 12 program.

c. Marketing/Fund Development Committee/Volunteer Recruitment. Commission members felt that a history student may be interested in doing research on the house.

11. Outside Meetings

a. Five Rivers. Mr. MacDonald reported the Five Rivers Annual Meeting was held at the Jabez House on June 10. There is a shortage of officers on the Five Rivers' Board of Directors.

In the fall it will offer a program on grant writing.

b. Historical Society. Maggi Prokop reported Ruth Ames donated a hand made flag to the Historical Society.

Mr. Waterman discussed printing tee shirts for a cost of \$6 each, plus an additional \$2 if printing was desired on the back.

Russell DeGrath reported the store in the barn has a budget of \$400. Purchases amounted to \$50.

Ruth Ames has resigned as Treasurer, and Sonja Hoisington was elected new Treasurer.

Norm Peck Jr. is Vice Chairman of the East Lyme Historic Properties Commission. Bob Gunter has resigned as alternate. The Commission is studying historical buildings in East Lyme. Its next meeting will be held on July 19, 2010 at 7 p.m.

c. Other Items/Events. Georgia Lee Littlefield reported the back kitchen predates the rest of the house and should be used. She felt a tavern table in the back room would be a nice addition. Gene Medley reported one has been found for \$1,450.

MOTION: Gary Lakowsky moved that Gene Medley ask the Friends if they would be willing to purchase a tavern table for the kitchen. Seconded by Jim Littlefield. (7-0) Unanimous.

Georgia Lee Littlefield asked that a gallon of paint be purchased to paint the kitchen.

Georgia Lee Littlefield asked Commission members if they would be willing to lend/donate white sheets to place under the quilts.

12. Adjournment.

MOTION: Georgia Lee Littlefield moved to adjourn the Smith-Harris House Commission Meeting of June 23, 2010 at 8:10 p.m. Seconded by James Littlefield. (7-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary