

AUBURN'S HISTORIC & CULTURAL SITES COMMISSION

Meeting minutes from July 9, 2014 at Harriet Tubman Home

Present: M. Alberici, P. Carter, B. Chabot, A. Fuller, S. Muldoon, C. Reilley, D. Stankus, M. Vanek, K. Walker,

Excused: J. Camardo, R. Carrozziere, L. Frank, D. Lamb, J. Loperfido, E. McHugh

Guests:

Approval of the Minutes

K. Walker read the Commission's mission and vision statements. Correction to the 5/14/14 meeting minutes – **“the minutes were seconded by D. Stankus”**. D. Stankus made a motion to accept the 5/14/14 minutes with the change as submitted. The motion was seconded by B. Chabot. **All were in favor and the motion carried.**

Approval of the Treasurer's Report

B. Murdoch reported on expenses since 5/14/14. K. Walker made a motion to accept the Treasurer's Report. The motion was seconded by A. Fuller. **All were in favor and the motion carried.**

Site Directors – No report

Marketing Committee

M. Vanek spoke of the opportunity for the sites to submit event information for promotion via the Path through History promotion on WRVO. Coburn Design is managing this program. M. Vanek also mentioned the “Becoming China Ready” workshop being held on 7/25 in Fairport. B. Murdoch will email the information to the Commission members. A Marketing Committee meeting will be held on 7/23 to determine how the marketing dollars will be spent for the new budget year.

Community Outreach – No report

Unfinished Business

M. Alberici said that the PODCAST project was complete. Cristofe Chabot will purchase MP3 players for the tourism office to have for visitor use. He will meet with the tourism office soon to show how everything operates. M. Vanek will do a press release on the project.

S. Muldoon volunteered to write a story on the project for The Citizen column, and B. Chabot stated Cristofe will assist with the article. M. Vanek suggested Coburn Design could create a professional flyer about the project.

M. Alberici went over the '14 – '15 Draft Budget. The Finance Committee recommended that \$3000 be allocated under “Special Projects”, and that all 6 sites would have \$500 for their use. It could be used for a one-time event, or for different events throughout the fiscal year. All receipts will be sent to B. Murdoch, who would post the expenditures, and turn the receipts to K. Walker, who will issue the re-imbusement to the site. Motion was made by M. Vanek to approve the Draft Budget. The motion was seconded by D. Stankus. **All were in favor and the motion carried.**

New Business – No report

Announcements

Commission members shared event information at their sites.

A motion was made to adjourn the meeting at 10:30 a.m. by M. Vanek. The motion was seconded by K. Walker. **The next Commission meeting will be held on 9/10/14 at The Schweinfurth Art Center**

Recorded by Barbara Murdoch