

Town of Franklin, Massachusetts Historical Commission

Meeting Minutes – March 20, 2012

Commissioners Present: Del Arnold, Marlene Oliver, Debbie Pellegrini (Chair), Bob Percy (Secretary), Alice Vendetti (Treasurer), Alan Earls, Mary Olsson. *Absent:* None.

Associates Present: Colette Ferguson, Connie Lawson, Mary O'Neill. *Absent:* Eamon McCarthy Earls, Kai Olsson. *Visiting:* Kate Coyne

Last Meeting's Minutes – Approved, as amended.

Commission Membership -- Nothing pending.

SUBCOMMITTEE REPORTS

The Commission approved the wording of the Mission Statement, as crafted at two previous meetings by Commissioners and under the guidance of museum consultant Kate Coyne.

The next step is to formulate a Strategic Plan for the museum. Mary Olsson, Connie L, Bob P., and Kate C. have agreed to begin work on this plan (roughly 2 meetings per month).

⊗ **Communications – (Bob)**

Del requested that Bob print out hardcopy minutes and agendas, so we can add them to our hardcopy files at the Museum.

Bob agreed to review Lindsey's Museum Visitor's document, and send comments to Mary Olsson and Connie.

Bob will try to locate the folder of letters from last year's 5th grade visitors from Davis Thayer, and post them to the Museum web site.

⊗ **Document Preservation and Policies – (Alan, Connie, Del)**

Del provided copies of an instructional video about PastPerfect to some members of the Commission, so they can familiarize themselves with it. Mary Olsson, Connie, and Bob will meet with Del to see the software in person.

From Del: Inventory – Copies made on CDs for Past Perfect 5 Introduction and the 590 page Past Perfect 5 User's Guide. Copies of Old Inventory Records and Past Perfect Records assembled in note books and available for training and use. Digital copies of over 200 old photographs available in PC files. Copies can be printed and bound by categories for public viewing.

From Del: Donation – Lucille Clark Demeo from Milford has donated a framed copy of her four brothers who served in the military. She also donated a framed picture and news article of her Uncle Lawrence Clark who was killed in WW1. Clark Square named in his honor. Articles displayed in military area.

Debbie has been given a copy of a Wiggin family history, which ties into the town's history.

⊗ **Events – (Debbie, Colette, Connie)**

Debbie brought in a draft of a calendar of events for 2012 for our comments.

The Franklin Cultural Council will be at the Museum on April 1, 2012 to award grants to worthy organizations. As many Commissioners as possible will attend.

Connie and Colette are working on the display “Victorian Secrets” to be open from April 7th to May 19th.

⊗ **Finance and Budget – (Debbie)**

The Commission approved \$120. for manikins that we can use for the upcoming display.

⊗ **Grants – (Marlene, Alan)**

Marlene is working on involving a bank in the grant process.

⊗ **Hosting – (Debbie)**

Debbie has a list of potential volunteers. We need to match their availability with the various tasks that need to be worked on. One person would like to work on a film related project. Marlene will chat with her about editing the raw footage we took of two chats with town resident Ken Derosier. Bob P. will provide Marlene with that footage.

⊗ **Museum Display – (Colette, Connie, Alice, Debbie)**

(See “Victorian Secrets” under **Events**.)

⊗ **Museum Operations – (Del, Alan)**

With the help of Caitlin Coyne, we wrapped up a mission statement for the Museum.

Bob Oliver has completed a logo for the Museum. The Commission approved this design, provided that the ‘FHM’ in the middle be removed. Marlene said that he can turn it around within a day.

Bob P. sent Debbie a short list of interior-of-museum work items, to pass along to Mike D’Angelo.

⊗ **Outreach School Community – (Bob, Alan, Debbie)**

We discussed how to involve volunteers:

--offer museum hosting for service hours

--categorize our (music) records and label and organize microfilm rolls

These tasks must be performed under the guidance of one or more Commissioners who are familiar with PastPerfect (see **Document Preservation and Policies**).

⊗ **Publicity – (Mary Olsson)**

Nothing new to report.

⊗ **Website – (Bob, Alan, Mary Olsson)**

Mary has added to the Facebook page for the Museum. Nothing new about the Museum website (Bob).

Friends of the Franklin Historical Museum (FFHM)

Nothing new to report.

Correspondence

- From Del: Family search request- Larry Dooley tel 617 345-6095 Or 508 359-1063. Looking for information about John L. Fitzpatrick D. 1885. Member of St. Marys. Stone cutter. I suggested review of Museum library collection of Franklin Sentinel microfilm starting 1883.
- From Del: Museum visitor on March 10 requested Indian Rock story for her child. Printed story previously on display missing. They were shown story from J. Johnson book *Odyssey In The Wilderness* from museum library. This book now only available on internet for about \$190.

Housing Rehab Requests – None

Demolition Requests -- No new requests.

Research Requests – None

New Business -- None.

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