

Town of Franklin, Massachusetts
Historical Commission

Meeting Minutes – May 15, 2012

Commissioners Present: Del Arnold, Alan Earls, Debbie Pellegrini (Chair), Bob Percy (Secretary), Alice Vendetti (Treasurer), Mary Olsson. *Absent:* Marlene Oliver

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

Visiting: Bob Hamilton

Last Meeting's Minutes – Approved.

Commission Membership -- Nothing pending.

Presentation: Kate Coyne

Volunteer museum consultant Kate Coyne summarized the efforts of the Strategic Plan Subcommittee so far, and its goal to develop a draft of a strategic Plan for the museum for the coming years. Part of this effort will be to understand the currently accepted guidelines for museum operations, especially regarding collections, and the need for a grant funded position to spearhead the cataloging of our collection.

SUBCOMMITTEE REPORTS

⊗ **Communications – (Bob)**

Nothing to report.

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

We discussed providing copies of the Ken Derosier interviews to the museum for its film archives. Bob will investigate.

We discussed purchasing Dragon voice capture software for use at the museum (primarily, to convert audio accounts to written form).

Stella Jeon has requested information on identifying missing DVDs of her many TV shows so a search may be done at the cable studio.

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

Mary Olsson brought information about a wonderful holiday program of “A Christmas Carol” by performance artist Al LePage for us to consider for this December.

We discussed the success of the Victorian Secrets display and its supporting publicity.

We discussed preparations for the next display: Wedding dresses for June/July.

We discussed providing an open house and light refreshments for the upcoming Strawberry Festival on June 7.

⊗ **Finance and Budget – (Debbie)**

The town comptroller has \$95. in an account from a donation from Barbara Smith, and would like to close out this account.

⊗ **Grants – (Marlene, Alan)**

Mary Olsson expanded upon Kate Coyne's call for a collections coordinator. A possible scenario: a 6-month grant funded position for 20 hrs./wk at \$15./hr. for a total of \$7,500.

(Underway also is a grant proposal for a two-year grant for a curator, a motion passed at our last (May 2012) meeting.)

⊗ **Hosting – (Debbie)**

Debbie will create a hosting calendar for June.

Mary O'Neill has begun enlisting the efforts of many new museum volunteers.

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

See Events.

⊗ **Museum Operations – (Del, Alan)**

PC upgrades have been installed in the Museum PCs.

There were 25 + visitors at the Museum on Saturday, May 12. A visitor suggested that we provide copies of the old Franklin postcards that can be purchased and mailed. Maybe we should look at repo costs and potential sales.

A pencil sharpener should be added to our office tools in the library.

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

Two sections of Davis Thayer 5th graders are planning to visit the museum on the morning of June 6th.

⊗ **Publicity – (Mary Olsson)**

See Events.

Mary is working on getting the word out to Franklin newspapers and Milford Daily News about the upcoming wedding dress display.

⊗ **Strategic Plan – (Mary Olsson, Connie, Bob)**

See **Presentation** (at the top of minutes).

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

Mary continues to add to the Facebook page for the Museum. Nothing new about the Museum website (Bob).

We discussed how to apportion material for posting between the two sites: we may want to place more archival info on the museum site.

Friends of the Franklin Historical Museum (FFHM)

Current balance is \$3,900. We received a very generous donation of \$200. from the Busy Bees.

Housing Rehab Requests – None

Demolition Requests -- None

Research Requests

- 270 Maple St. – Debbie provided information to the person requesting info about this property.
- We discussed being able to capture still photos from Chilson films, and discussed screen capture program Irfanview as a possible way to do this. Bob will investigate.
- Del responded to a request for information on 1800s house on West Street. It was one of many in town that has not been surveyed.

New Business

See “A Christmas Carol” under **Events**.

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