

Town of Franklin, Massachusetts Historical Commission

Meeting Minutes – August 21, 2012

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

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

Visiting: Kerry Donahue

Kerry Donahue, candidate for Eagle Scout visited, and described his plans for his Eagle Scout project: to help us catalog, in PastPerfect, museum items in order to put a location with each item. Alan will meet with him to go over the software and procedures. Kerry plans to supervise other helpers during the project, and will submit a final report to the Historical Commission for approval.

Secretary of State's office letter: we received a letter that asks for more details about specific properties on the town's list of National Historic Register properties in town. Debbie provided the letter to the Town Assessor's office for their assistance.

Last Meeting's Minutes – Approved.

Commission Membership -- Nothing pending.

We discussed the wording of the current bylaws of the Historical Commission, and the possibility of amending them. Debbie and Del plan to investigate.

SUBCOMMITTEE REPORTS

⊗ **Communications – (Bob)**

Bob will send a thank you to Susan Scott for her donation of handwritten notebooks of a 19th Century Franklin resident named Clark.

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

Those interested in learning PastPerfect plan to meet again some time in September during Thursday open hours to learn more.

Many Senior Circle videos made by Stella Jeon that had previously been missing were found, and filed in order in the fire cabinet in the Library Room.

Based on a request from Del, we plan to place paper copies of Historical Commission minutes and agendas in the file cabinets downstairs.

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

Wedding dress display

- We will meet to take down the wedding dress display on 8/31.

- Colette has already created thank you notes to donors of loaned dresses
- If we have a wedding dress display next year, we plan to keep it up longer, hold other themed gatherings to show it off, and provide more signage/history to accompany it.

Next: military uniform display. Goal: to have it open on Veteran's Day (Sunday 11/11). We would like to devote a display case to smaller military related items.

Harvest Fest – (Downtown event) Sunday 9/30. Museum will be open 11AM to 4PM. Commission volunteers need to help host. We'll have an antique cars display. Mary Olsson plans to bring cider and healthy cookies.

⊗ **Finance and Budget – (Debbie)**

We have again been allotted \$2,000. from the town for this year. Nothing new has been ordered so far. We need at least one or two boxes for wedding dresses.

⊗ **Grants – (Marlene, Alan)**

Marlene has written three grants to submit to Bank of America:

- for a curator/inventory person (\$40K/yr for two years)
- for the proposed Ben Franklin hologram project
- for a digital restoration of the Stanley Chilson films

⊗ **Hosting – (Debbie)**

Debbie will distribute the hosting calendar for September.

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

The donor of a sewing machine that now appears in the Victorian Room may want to donate more items. We may also want to display more information about the sewing machine.

⊗ **Museum Operations – (Del, Alan)**

Del submitted two work orders to the town:

- To wire an electric drop for the PC/scanning work area downstairs
- To upgrade the software for the high-definition copier downstairs

⊗ **Outreach to Schools, Community – (Bob, Alan, Debbie)**

Bob plans to work on the walking trail brochure. Debbie provided a blue folder of photographs (in hardcopy) of some of the houses mentioned in the current draft.

Debbie will be visiting schools to talk about Franklin history.

⊗ **Publicity – (Mary Olsson)**

The Downtown Partnership website now links to our Museum website.

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

Bob plans to add comments to Kate Coyne's notes for a Strategic Plan.

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

The Museum now links to the Wadsworth Diaries website created by Gail Lembo. Bob changed the content on the main page.

Friends of the Franklin Historical Museum (FFHM)

Connie gave Debbie \$60. from the donation box. Debbie deposited an additional \$90. from the gift shop.

Housing Rehab Requests – None.

Demolition Requests -- None

Research Requests

New Business