

Town of Franklin, Massachusetts
Historical Commission

Meeting Minutes – November 19, 2013

Commissioners Present: Del Arnold, Colette Ferguson, Mary Olsson, Debbie Pellegrini, Bob Percy.
Absent: Connie Lawson, Marlene Oliver.

A. APPROVAL OF MINUTES from October 15, 2013

B. CITIZEN COMMENTS - None

C. APPOINTMENTS – Debbie swore in Minessa Konecky as an Associate Member of the Historical Commission. Congratulations!

D. PRESENTATIONS

1. Workoff Program. Connie has been continuing various projects at the Museum.

E. DISCUSSIONS/VOTES

E1. Inventorying books from the Library Room – Colette and Connie have cataloged all of the books in the Museum basement. No pending action (to estimate value) is planned for now.

E2. Greeting cards – Motion: Buy 10 cards depicting the Museum at night. We'll send them out as 'thank you's'.

E3. Visitor's Guide – We need to locate the Word version of this document so we keep it as an updatable "living" document. When it comes time to print it: a) Debbie reports that Bellingham Alternative Education produces bound books, and b) Mary reports that Tri-County School has a printing press.

E4. Museum Visit Stickers – Debbie will order stickers that say "I visited the Franklin Historical Museum!"

E5. Historic Places Inventory – Bob spoke to Peter Stott at the Mass. Historical Commission (pstott@sec.state.ma.us). The question: are the assessor's records we obtained at the Town Offices submittable to the MHC as historic property data? They are a good start, but Inventory Form B is more detailed about historical facts, such as chain of ownership, architecture style, and human interest stories. He encouraged us to contact him with any questions as we work on this. [This item now moves down to Old Business: we will work on it when we can.]

E6. Dickens Christmas – Al LePage will perform again this year on 12/12 at the Methodist Church next door. Proceeds will benefit the Franklin Food Pantry.

E7. WW Vets Photo group #3 to Jane's Frames – This effort was delayed because of some photos-on-scotch-tape issues. Mary made progress getting them unstuck. Perhaps we could consult with Jane about obtaining a wall-mounted display rack for the many sets of vets' photos. Scanning is part of this overall effort: Del agreed to work on this.

F. SUBCOMMITTEE REPORTS

○ **Communications – (Bob)**

○ **Display** – Debbie says we can get wall-mounted display cabinets.

○ **Document Preservation and Policies – (Connie & Del)**

Minessa and Bob met to discuss ideas for the museum website. Minessa has done a lot of investigating and presented her ideas this evening (see Website Subcommittee Report).

Minessa found how to perform record searches in PastPerfect. Bob wrote down the steps and will place it in a useful/visible place.

○ **Events** – We discussed the overall event calendar. Discussed were:

- Author Jill Lepore as a possible speaker in January (Paula V. will contact her),
- 1st quarter display – Victorian clothing
- Antiques Appraisal Day – March or April)
- Horace Mann Day (5/4)
- 2nd quarter display – Bridal gowns (5/11 thru 6/25)

- Movie night “1776” to be shown on Sun. 6/29 to benefit the Franklin Food Pantry. A canned good is the admission ticket.
- 3rd quarter display – Veteran’s uniforms
- **Website** – Minessa provided a proposed outline for the Museum website’s new look, an assessment of the site’s needs, and the cost of obtaining the appropriate tools. The Commission will vote on her recommendations at the December meeting.

G. OLD BUSINESS

Volunteer Training – Mary want to hold a volunteer training meeting on 2/25, to thank them, and to provide a checklist for when hosting. New procedure – a person hosting makes a reminder telephone call to the next host in line. Mary will include this in the training session.

WWII Veterans Pictures – are now posted to the Museum’s Facebook page for people to help identify. Mary wants to keep this process going.

H. NEW BUSINESS

I. FINANCES – The Commission’s budget is now \$3,500. per year for supplies, operational costs, and preservation.

J. MEMBERS’ COMMENTS

K. FFHM -- \$1,132. has been spent to date.

L. OTHER

Housing Rehab Requests – None

Demolition Requests – None.

Research Requests – None

M. Vote to adjourn, 5-0