

**Newport Historical Society  
Board Meeting, November 13, 2017  
Nettleton House Museum, 6:30 pm**

Vice President Jerry Hagebusch called the meeting to order at 6:31 pm.

Board Members Present: , Jerry Hagebusch Vice President, Jackie Cote Treasurer, Larry Cote Museum Director, Dean Stetson Secretary Pro-Tempore, Pris Hagebusch, Rita James, Stan Sweeney, Arnie Hebert, Dr. Arthur Walsh and Jayna Hooper,

Absent: Laura Kessler, Cathryn Baird

**Public Forum:**

There were no comments from the public at this meeting.

**Minutes of the Previous Meeting:**

The minutes of the previous meeting held on October 9, were open for discussion. None was had.

A Motion to accept the minutes of the October 9 meeting was made by Jackie.

The Second to the Motion was made by Rita.

The Motion was ACCEPTED by all; rejected by none.

**Treasurer's Report**

Jackie presented highlights of financial transactions including donations, expenditures and income though sparse because it is the first month of the new budget year. A new Budget was set for the Operating Account for the 2018 FY. The amounts set were largely based on 2017 numbers. Regarding the building, Larry was asked if he anticipated any major work on the museum. The Director's assessment was that the building was in very good shape due to the continued maintenance and that pointing of the chimney and painting on the clapboards and under the eaves are due to be maintained.

Dean mentioned that the sign out front was leaning and that maybe next summer it should be repaired. Jackie mentioned that the deck in front requires painting and maintenance and a replacement with composite material to minimize maintenance would be more favorable.

- Financial Statements were presented by Jackie Cote. Detailed copies were distributed, reviewed and discussed including:
- Newport Historical Society Accounting Summary for October 1<sup>st</sup> through the 31<sup>st</sup>, 2017.
- Main Operating Account FY ending 30-Sept-2018
- Nettleton House Account FY ending 30-Sept-2018
- NHS Budget Comparison Operating Acct. INCOME October 1<sup>st</sup> 2017 to September 30<sup>th</sup>, 2018
- NHS Budget Comparison Operating Acct. EXPENSE October 1<sup>st</sup> 2017 to September 30<sup>th</sup>, 2018
- NHS Budget Comparison Nettleton House INCOME October 1<sup>st</sup> 2017 to September 30<sup>th</sup>, 2018
- NHS Budget Comparison Nettleton House EXPENSE October 1<sup>st</sup> 2017 to September 30<sup>th</sup>, 2018

A Motion to accept the Treasurers Report of the November 13 was made by Priscilla.

The Second to the Motion was made by Arnie.

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The Motion was ACCEPTED by all; rejected by none.

**Museum Report:**

The Museum Report was presented by Museum Director, Larry Cote– Details in the Monthly Museum report. Highlights include:

- 26 visitors signed the register during the month of October.
- The DAR held a meeting at the Museum – it was a hit with them plus \$243.00 in gift sales.
- Record Donations! So far this year 110 people have donated artifacts.
- New Displays and Exhibits have been assembled or refreshed
- Larry and Dean have been discussing engraved “Museum Labels” or placards....Continuing to look at museum label options possibly in clear acrylic with black lettering.
- Rita James has recently completed sorting Birth Records and is continuing to work on Marriage Records.
- Arnie continues to log entries into Past Perfect for excellence in accession record-keeping.
- The NHS borrowed some veteran’s artifacts for a display to exhibit during the Veterans Day Breakfast. Larry has discussed the exchange of back issues of school newspapers with a student who is on the current school newspaper committee.
- A “Top Down” approach was discussed to try to impress to the School Board the importance of utilizing the NHS as a local resource.
- Jayna suggested contacting Kaitlin Mouser-Rowe (Art Teacher) at Richards School.
- Arnie mentioned that the current principal at Newport High School was Shannon Martin – a Newport town native.
- Larry suggested supplementing some more of Relevant Newport Historical Books to the School Library – Everyone agreed. Barbara K. would be the best contact.
- Larry requested \$150 for more acid-free protective photo/postcard sleeves

A Motion to approve was made by Dean.

The Second to the Motion was made by Jackie.

- The Motion was ACCEPTED by all; rejected by none.

**Fundraising Report** was presented by Jackie Cote.

- Leapin’ Lena will be the only new ornament for 2018
- Covered Bridge event ornaments will be a focus in 2018-2019.
- Corbin Covered Bridge Pillows are a hit at the SRB Gift Table.
- All Postcards are selling well and the Owl Postcards are selling especially well.
- The Newport Historical Society will be in the public eye at the Sugar River Saving Bank alcove starting in November for 3 weeks and December for 4 weeks less Thanksgiving weekend. Sales so far are modest.
- REVITE disbanded and \$200.00 was donated to the NHS for 2 rolling carts from the disbursement funds of the organization.
- NHS is allowed to sell a couple of books this year at the Gallery of Gifts.

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**Membership Report:**

- Newport Historical Society Celebrated its Annual Membership Drive in September and October.
- Membership for the NHS ended at 275 for the FY.
- This FY begins with 217 members.

**Old Business:**

- **Change in Constitution and Bylaws.**  
In review of the original Constitution and Bylaws to include the recent changes approved at the October meeting, Jackie noticed a potential problem with the revised verbiage. After a brief discussion the group concurred on the following change from:

**The verbiage of our Bylaws is to be changed as follows:**

**FROM:** Section 2. A quorum shall consist of seven (7) members present at any Board or special meeting of the NHS.

**TO:** Section 2. A quorum shall consist of 50% of the current Board members at the time plus one, rounded up.

Also, the previous copy of the Constitution and Bylaws were combined. They are now two separate documents. A Motion to approve the proposal was made by Jackie.

The Second to the Motion was made by Arthur.

The Motion was ACCEPTED by all; rejected by none.

**MEMBERSHIP RAFFLE**

Various members of The Board were asked to “draw from the hat” names of members from the recent Membership Drive who received \$25 gift certificates except for The Courthouse Restaurant gift of Brunch for 2.

Lavalley's- Connery

Huberts-Diane Rochford

Shaws-Larry Britton

Grazzi's-Nancy Meyers

Courthouse –Dottie Collins

**Corbin Covered Bridge Event**

Dean Presented the following notes to update the group on CCB Event details to date.

- Event date set IN 2019 for Columbus Day Weekend - Friday October 12, Saturday October 13, and Sunday October 14.
- Kick-off event proposed at the Library Arts Center on Thursday October 11th.
- Event Location Defined: Parlin Field – Newport Municipal Airport Turf Runway - Saturday October 13
- Various individuals volunteered to contact Community partners First including Town of Newport, Chamber, High School, Opera House and others.

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- Larry and Dean met with Hunter re Liability with Town Manager.-Positive.
- Dean needs to meet with Julie to set up Heritage Commission Meeting.
- Presentation to BOS Dec 6.
- Offer General invite to committee.
- Make Public Notice of event to the Public in January 2018.

Upcoming Agenda Items include:NEXT MEETING: 15 November 2017 6:30 PM Nettleton House:: Report on meeting with Hunter, Event Name, Presentation to BOS on Dec 6th, Site options for Pedestrian Covered Bridge. Review of Task List. Offer general invite to Committee late in Dec?

**New Business:**

- New Programs are being solidified for the 2018 Season so far Rebecca Rule has confirmed one of the programs.
- Larry spoke to Ken Dennis about a sandwich board on the common ONLY on Sundays when the Museum is open. Ken needs to place the sign and is considering the request.
- Arnie spoke to Ray and Mary Lou regarding a presentation which they declined.
- Pris offered to host the Pot-Luck Dinner on Monday 11 December at 6:30 PM
- Jerry mentioned that in other organizations it is encouraged to have the President NOT one of the Check signers. The NHS will look into that stipulation and a possible change in the bylaws when the next president is elected.
- The Treasurer will replenish the artifact fund with an additional \$500.00.
- Rita James will be moving to Concord, NH – But will stay involved however she will be relinquishing her check signing authority. Pris Hagebusch has offered to be the third signer of checks as required by the organization. Jackie Cote will go to the bank to get the appropriate forms.

A Motion to approve the proposal was made by Jackie.  
The Second to the Motion was made by Dean.  
The Motion was ACCEPTED by all; rejected by none.

With no other business before the board,

A Motion to adjourn was made by Larry.  
The Second to the Motion was made by Jackie.  
The Motion was ACCEPTED by all; rejected by none.

The meeting was adjourned at 8:00 pm.

Dean Stetson  
Recording Secretary (Pro Temp)