Windham Museum Trustees
Meeting Wednesday, June 14, 2023
Armstrong Memorial Building, 7:00PM

Present: Bob Coole (Alternate - seated for Carol Pynn), Diane Farmer (Regular), Linda Janulis (Alternate - seated for vacant regular member position), Jean Manthorne (Regular), Derek Saffie (Regular), Dana Snow (Alternate)

Mr. Coole motioned to accept the minutes of the May 17th meeting as amended; second by Ms. Janulis, 5 - 0.

Ms. Manthorne shared Ms. Williams' resignation. She will advertise the vacant position in the newspaper and is working with Brian McCarthy to determine the process of an alternate member stepping up to fill the position of a regular member.

Mr. Saffie confirmed with Tom Moore that the windhamnhmuseum.com domain is set up to be billed annually to the town. There has been no other progress on the IT issues discussed at the previous meeting. Mr. Saffie will follow up with Mr. Moore.

There was discussion of summer planning for the high school volunteer program. Ms. Snow suggested holding regular volunteer workshops at 7PM on the third Wednesday of each month. She asked if there should be a volunteer workshop held in June. After discussion it was decided that the Trustees themselves need to meet to plan the next steps for the volunteers. There will be a workshop for this held on June 21st at 7PM.

Mr. Saffie will import the volunteer's data entry to CatalogIt. Ms. Farmer volunteered to find a black fabric backdrop for photographing artifacts, as well as a label maker.

Ms. Manthorne asked the Trustees if there should be a celebration of the 125th anniversary of the dedication of the Armstrong Memorial Building. After some discussion it was decided there will be an open house held this summer that will include activities for children of all ages. Activities will include scavenger hunts and candle making.

Ms. Manthorne will create a Facebook poll to determine the level of interest in an open house to be held on August 6th from 2PM to 4PM.

Mr. Coole motioned to adjourn at 8:12PM; second by Mr. Saffie, 5 - 0.