



**Windham Museum Trustees
Meeting Wednesday, September 13, 2023
Armstrong Memorial Building, 7:00PM**

Present: Bob Coole (Alternate - seated as Regular), Diane Farmer (Regular), Jean Manthorne (Regular), Derek Saffie (Regular), Dana Snow (Alternate - seated as Regular)

Mr. Coole motioned to accept the minutes of the July 12th meeting; seconded by Ms. Manthorne, 5 - 0.

Ms. Manthorne will reach out to the Town Administrator about resolving the museum's WiFi issues.

Ms. Snow provided an update on the student volunteer program. As of this meeting she has had interest from six new additional students; there are five students who had volunteered previously and would like to continue with their volunteer commitments. There was a brief discussion of possible projects for the volunteers.

After discussion, it was agreed to plan for a student volunteer orientation/workshop in place of the October 4th meeting. The orientation will include the scavenger hunt for new volunteers. Ms. Snow will confirm the availability of the students.

Ms. Manthorne shared that she has been in contact with the chair of the Conservation Commission to plan a joint meeting to discuss the Campbell artifacts. The meeting will tentatively be held in October.

There was discussion of the 2024 museum budget. Ms. Janulis had shared with Ms. Manthorne ideas for educational programming and had asked that a line item for such be added to the budget. It was agreed that a line item for \$1,000 will be included in the proposed 2024 budget for educational programming. It was also agreed that the line item for storage cabinets will be adjusted to \$1,500.

There was discussion of the purchase of a second sandwich board style sign for open houses and the purchase of children's educational brochures with any funds remaining in the 2023 budget.

There was discussion of purchasing new museum t-shirts for the student volunteers. Options included reusing the previous design or creating a new design - possibly through a contest. Ms. Manthorne will investigate cost and options with local printers.

The Museum will host a Cub Scout visit on November 8th at 6:00PM before the regularly scheduled trustees' meeting. Ms. Manthorne will confirm the tour expectations with the pack leader.

Ms. Manthorne motioned to adjourn at 8:26PM; second by Mr. Coole, 5 - 0.