



**Windham Museum Trustees
Meeting Wednesday, September 14, 2022
Armstrong Memorial Building, 7:00PM**

Present: Bob Coole (Alternate - Seated for Wendy Williams), Diane Farmer (Regular), Jean Manthorne (Regular), Carol Pynn (Regular), Derek Saffie (Regular), Dana Snow (Alternate)

Ms. Pynn made a motion to accept the minutes of the August 10th meeting; second by Mr. Coole, 5 - 0.

Discussion of scheduling a CatalogIt workshop and open house. Trustees agreed to a workshop on October 9th from 2PM to 4PM.

Mr. Saffie provided an update on the acquisition of a new printer for the museum office. He will work with the IT director to investigate any options to purchase through town sources at a discount. It was agreed that the printer does not need to be a high quality photo printer, but just something that is robust enough and easy to use for the usual copying, scanning, and printing needs.

Mr. Coole made a motion to purchase a printer for no more than \$2,000; second by Ms. Farmer, 5 - 0.

Linda Janulis was present to provide, with Ms. Snow, an update on efforts to recruit high school volunteers.

Ms. Snow had success working with Windham High School's community service coordinator to identify and vet student volunteers. She has found a total of seven students interested in volunteering, and has been contacted by four of them. She will continue to work with interested students to identify areas of interest and determine a schedule that works for the volunteers.

There was discussion of what the volunteer program needs to be successful. An orientation will be needed to give volunteers the information they need to understand the collections and history of Windham. While the top priority is cataloging, there will be opportunities to align with the interests of volunteers.

Mr. Coole contacted the Sandwich Glass Museum for an appraisal on a recently donated piece of Sandwich glass. While the museum does not offer appraisals, they did recommend a shop in North Hampton, NH which offers appraisals.

Mr. Saffie motioned to adjourn at 8:30PM; second by Mr. Coole, 5 - 0.