



**Windham Museum Trustees  
Meeting Wednesday, November 10, 2023  
Armstrong Memorial Building, 7:00PM**

Present: Bob Coole (Alternate), Diane Farmer (Regular), Linda Janulis (Regular), Jean Manthorne (Regular), Carol Pynn (Regular), Derek Saffie (Regular)

Meeting opened with discussion of the 2024 budget. Ms. Manthorne will attend the Board of Selectmen when the museum budget is on the agenda.

Ms. Pynn motioned to approve the minutes of the September 13th meeting; second by Mr. Saffie, 5 - 0.

The museum WiFi is working (password: Spruce2023!). The password for checking the voicemail from the office phone still needs to be reset.

Ms. Manthorne shared an update on the Campbell Farm artifacts. She has volunteered to represent the museum at the new committee established to make decisions regarding the artifacts in storage. The first meeting will be November 30th.

There was discussion of budget spending through the end of 2023. There is approximately \$4,000 remaining in the budget for the year. Ms. Manthorne will order a second sandwich board sign to advertise open houses and Ms. Janulis plans to purchase some inexpensive items for the ongoing educational programs.

Ms. Janulis will get an estimate for printing tri-fold brochures and/or booklets for museum publicity. There was discussion of encumbering funds from the 2023 budget for these expenses. Mr. Saffie made a motion to approve up to \$2,000 to encumber from the 2023 budget for printing expenses in 2024; second by Ms. Farmer, 5 - 0.

There was agreement to cancel the December 13th meeting.

There was discussion of possible projects for the high school volunteers including graphic design work and creating a floorplan of the museum.

Meeting adjourned at 7:48PM.