

Falmouth Historical Society
Executive Board
Whipple Farm House Office
January 29, 2013 at 6:15 PM

Scott McLeod, Fred Howe, Janice Delima, and Betsy Jo Whitcomb met at the FHS Office at Whipple Farm House to discuss the organization of the office. It has become apparent that the office is very disorganized and there is a lack knowledge of what is kept where within that space except by one or two people who are there most of the time the office is actually open.

After looking around, it was decided that we need a plan to organize the office space. Betsy will talk with Nancy Merrill, who now acts as sort of Office Manager, and see what is kept where at this point and get Nancy's ideas as to how things can be arranged to make it more efficient. It was thought that we could get some FHS members-probably 5-8 Board members together at some date soon and put things in order with Nancy's guidance.

Betsy Jo Whitcomb
Secretary