

# The Falmouth Historical Society

Meeting of the Board of Directors

Zoom Meeting—May 3, 2022

The meeting came to order at 6:35 p.m. Present were Betsy Whitcomb, Carol Kauffman, David Farnham, Rich Meserve, Ron Scorsone, Sally Farneth, Sue Farnham, and Wendy Morrissette.

## **President's Remarks**

David welcomed Wendy to the Board.

As he was preparing for this meeting, David was struck by how much we accomplished over the winter. There was substantial activity in all functional areas. As we move into summer—traditionally our busy season—we're starting out with a lot of irons in the fire. Our tempo of activity will return to pre-pandemic levels—especially if we are able to boost our communications with members and the community. We will need all our volunteers. Please be mindful of burnout.

## **Secretary's Report**

Minutes. The March and April minutes were approved online.

Membership. Our active membership is 94. The renewal letters should go out shortly.

## **Treasurer's Report**

David observed that a quarter of the slides for a typical board meeting deal with financial administration. For a small nonprofit like ours, finances are key to our survival, and financial oversight is a responsibility of the Board. Six pages filled with financial data is a lot to absorb. David promised to highlight any unusual or significant items.

We have migrated the Statement of Financial Position (required for nonprofits) and the Liquidity Statement (a realistic view of the Society's solvency) to Excel spreadsheets. They are generated by data transcribed directly or exported from QuickBooks and Wild Apricot. Previously they had been computed by hand which

led to errors. Using Excel improves accuracy and speeds preparation. We already use Excel spreadsheets to create the budget, aggregate the data for our IRS submission, and track the performance of new merchandise.

Carol said she will organize the audit as soon as the books are closed for the fiscal year.

Finances. The Society has a balance of \$10,035 in its operating accounts and \$15,058 with Maine Community Foundation. Our accounts payable is \$181 and sales tax payable is \$5.

*Liquidity Report.* The projected balance of our operating accounts at the end of June—assuming we get the renewal letters out soon—is \$5,113. We have 200 days of cash on hand. This is good. It is also a reduction from previous reports because we had been using the total expenses in the original approved budget to calculate our burn rate. We now add directed donations to use the adjusted budget amount which is about one-third higher. This gives us a more realistic picture of our financial posture.

*Statement of Financial Position.* In migrating to Excel, we discovered the net assets at the beginning of the year had been overstated. This is a figure reported to the IRS and the statement now reflects the amount reported in our last filing. We are \$132 in the red for this fiscal year (due to the expenses arising from the failure of the sump pump).

*Performance (Budget vs. Actual) Report.* Our expenses are \$1,116 over budget. Of this, \$1,105 is due to the sump pump failure.

## **Committee Reports**

### Programs.

*Marion Perkins Memorial Scholarship.* Rich reported that Falmouth Schools has selected the student to receive the grant. The awards night is Thursday, June 2<sup>nd</sup>, and Rich will present the check.

*Outreach to Falmouth Schools.* Sally reported that second grade students from Falmouth Elementary will visit the Museum on Tuesday, May 31<sup>st</sup>, and Wednesday, June 1<sup>st</sup>.

*Collaboration with Falmouth Memorial Library.* David reported that the Library asked us to give a presentation as part of their education and outreach program. They suggested we talk about maps. He will combine material posted on the website with a presentation from an annual meeting. The presentation is scheduled for the evening of Wednesday, May 25<sup>th</sup>.

Museum Operation & Exhibits. Spring cleaning at the Museum will be on Tuesday, May 17<sup>th</sup> at 9:30 a.m. This will be a light cleaning of the first floor plus sweeping/blowing out the barn.

The basement will need a major cleaning:

1. Wash down the floor with plain water using a garden nozzle to remove the silt. Ron suggested that we get a long-handled brush and squeegee.
2. Power-wash the floor. Rich reported that Rick Parker has offered to let us borrow his power-washer.
3. Scrub and sanitize the floor with a dilute solution of Clorox.

The water will be pushed to the sump hole where the pump can evacuate it. We'll do this on a different day. We have a heavy-duty fan to dry the floor.

The Museum schedule for this summer has been posted on the website. It will also be posted on a door panel.

There was a short discussion about Covid precautions. Masks will be recommended, but not required, in the Museum (unless conditions worsen). We will adjust the placement of the fans to increase airflow in the Museum.

Collections. Ron reports that he is continuing to edit the entries for consistency and ease of use. He will contact Ann to get the current ledger so he can transcribe donations accessioned since 2020.

Ron mentioned that the Boy Scout who is going to photograph artifacts and documents for inclusion in the catalog as an Eagle Scout project needs to take a tour of the Museum to understand the scope of work. David will show him around.

Local History. We responded to seven queries this month. Most were simple. The exception involved a Falmouth family, but the person of interest may have no direct connection to Falmouth.

We added in volume to the Family References section of the website.

Communications. The mailing is overdue.

Merchandise. Nothing significant to report.

Museum Buildings & Grounds. Ron provided a brief report on the new, more powerful (one horsepower) sump pump and GFCI breaker that are installed at the Museum; the Board had been receiving frequent reports via email.

Immediate actions remaining include:

1. Fix the old (½-hp) sump pump. If it can't be fixed, arrange for warranty replacement.
2. Obtain and install a wireless sensor that will send alerts when the sump well overflows.

Near-term actions include:

1. Configure the old pump (or its replacement) for use as a backup or supplement to the new pump.
2. Establish a schedule for routine cleaning of the pump.
3. Upgrade the hose from 1" to 1¼" internal diameter. This requires running the new hose 100' from the Museum to the gully behind the barn with as much of the cable underground as possible. This is a lot of work but could increase the capacity by a third.

View numerically, the Museum's basement is 1,220 sq ft. Each inch of water on the floor is about 760 gallons. When there is a subsurface flow of water around the Museum's foundation, about 300 gallons/hour enters the sump well. The old pump can (just barely) stay ahead of this flow by evacuating water through the 1" hose at about 400 gallons/hour. The new pump can evacuate 600-750 gallons/hour. With a 1¼" hose, this increases to at least 900 gallons/hour.

Looking ahead, we need to bring in an expert to advise us on options for keeping the basement dry.

Ron also reported that the water at the Museum has been turned back on; it was shut off for winter.

Technology. Nothing significant to report.

Development. Nothing significant to report.

### **New Business**

Betsy raised the question of Society participation in the town's Memorial Day parade. Several of our most active volunteers have conditions that impair their mobility—a mile-long hike in a parade would be a bit much. Rich will check on the availability of an antique car.

Carol reported that she and Betsy attended the memorial services for Hannah Russell and Betty Winslow. Hannah and Betty were very active in the Society for many years.

Carol asked about scheduling a get-acquainted event at OceanView. The Board asked her to go ahead and make the arrangements.

There being no other new business, the meeting adjourned at 7:35 p.m.

Respectfully submitted, Suzanne Farnham, Secretary