

The Falmouth Historical Society

Meeting of the Board of Directors

Zoom Meeting—October 5, 2021

The meeting came to order at 6:35 p.m. Present were Betsy Whitcomb, Carol Kauffman, David Farnham, Rich Meserve, Ron Scorsone, Sally Farneth, and Sue Farnham. This meeting ran longer than usual due to technical difficulties. Two board members had difficulty connecting and the moderator's computer froze during the middle of the meeting.

President's Remarks

David noted that the Society's presence at the Cumberland Fair was a heavy lift. The volunteer hours equated to six weeks at the Museum. Even so, the effort was worthwhile. We haven't appeared at the usual public events due to Covid. A week at the fair let us share our work with a broad range of our community. It was also a learning experience—this event reaches a different audience than our other public appearances.

Secretary's Report

Minutes. The Board accepted the minutes for the September meeting.

Membership. Our active membership is 85.

Treasurer's Report

Administration. After noting that the annual renewal of license as a Maine Charitable Organization was submitted, David embarked upon a lengthy discussion of the Society's financial administration.

We are taking the next step on our journey to improve our financial integrity. Over the past four years we have made improvements to the accuracy, timeliness, and transparency of our bookkeeping, governmental filings, and donation tracking (the latter receiving special attention from the government). We are now making similar improvements to the way we manage inventory and sales of merchandise.

This (as well as other improvements over the past year) are made possible by features in Quickbook Advanced, the online bookkeeping application upon which

we rely. We are enabling the inventory and sales tax features in QBO. This is a complicated but necessary change that increased our bookkeeping workload. We will track every sale of every item.

This brings our bookkeeping into line with general accounting practice: sales taxes will not appear in our P&L reports. For now, we will continue with round-number pricing of merchandise which includes sales tax. We will continue using our existing basis of estimate for cost of goods for legacy inventory. David then showed how a sale of merchandise (including member discounts and sales tax) are handled in QBO.

Finances. The Society has a balance of \$7,166 in its operating accounts and \$15,327 with the Foundation. The transfer of \$5,000 from the Foundation to our operating accounts occurred just before the meeting. Our accounts payable is \$505 and sales tax payable is \$16.

The activity report now reflects discounts and cost of goods sold. (We had previously been calculating the cost of good by hand.)

Committee Reports

Programs. Sally reported she and Betsy are meeting with teachers at Falmouth Elementary later this week to discuss how we can help with their local history education.

Museum Operation & Exhibits. Visitors to the Museum dropped more than expected after Labor Day. This is consistent with a decline in tourists. The backlog of accessions is shrinking. Sally and Betsy have been reorganizing the files. They began with schools which were spread across three locations. Sue organized and inventoried the merchandise. The public areas at the museum are as neat and clean as they have ever been.

Collections.

Acquisitions. We had two donations:

- Grange-related items from Linc Merrill.
- An adult league baseball uniform from the 1950s from Dot Googins.

Catalog. Ron reported that he is still slogging away on transcribing 2005 into the digital catalog. It has been problematic. When 2005 is finished, that leaves 2004 and items acquired this year.

Local History. We responded to eight queries from the community during the past month.

Expansion of Falmouth-related content on the website continues with two more maps added.

Communications. The newsletter has been delayed by competing demands for time. There were two Facebook posts this month..

At the Cumberland Fair, we had a full-sized table next Cumberland Historical. They featured their updated edition plus a 200th anniversary video. They also had merchandise that was much more appealing than ours. We set up on Saturday. Our table was manned from 9:00 a.m. to 6:30 p.m. on Sunday, Tuesday, Thursday, and Saturday. We packed up Saturday evening. We saw a steady stream of people flowing through the Exhibit Hall. At least 150 stopped by our table with at least 50 identified as Falmouth. This was our first time at the Fair and we came away with lessons learned about merchandise and exhibits. We received \$202 in sales and \$16 in donations.

Merchandise.

Cookbook. Editing of volumes I and II continues.

Museum Buildings & Grounds. The roof ridge on the barn has been repaired—just before winter arrives. Ron will consult with Fred on draining the water in the Museum.

Technology. David pointed to the website activity report showing that additional content related to Falmouth history is drawing visitors.

Development. Nothing significant to report.

General Topics

There being no new business, the meeting adjourned at 8:15 p.m.

Respectfully submitted, Suzanne Farnham, Secretary