

# Reliving History, Inc. (RHI) Board of Directors Meeting



## Minutes

Date: January 13, 2010 Location: Holiday Inn Express, Charles Town

Board Members Present: Joyce Cole, John Cowan, Kristen Marino, Nelson Parkinson, Faye Stubblefield (via email), Bill Theriault

Board Members Absent: Betty Lowe, Deborah Rochefort

Others Present: Matthew Harris

### Proceedings:

J. Cole called the meeting to order at 7:05 p.m.

### Approval of Minutes:

Discussion of minutes was tabled until the next meeting.

### Treasurer's Report:

- Joyce and Faye have been reviewing current expenses. They are working to get a CPA to look at RHI's records.

### Committee Reports:

- 1. Organization:** J. Cole reported that the application fee for the 501(c)(3) we are seeking is actually \$750, not \$500 as previously reported. She continues to work on the application.
- 2. Archaeology:** Students from the museum studies class at Shepherd University have to complete 15 hours of museum work for the class. B. Theriault will be speaking to the group to seek volunteers to assist with tasks such as cleaning artifacts, examining cleaned artifacts to develop a display, and developing a plan for the interior of the house to make it reflect the home of an 18<sup>th</sup> century yeoman farmer as a historic house museum.
- 3. American Chestnut Tree Project:** Nothing new to report.
- 4. Wetlands & Drainage:** Nothing new to report.
- 5. Fundraising:**
  - Grants: Nothing new to report.
  - Board members need to define a program so we can seek further grant funding.
  - J. Cole suggested hosting day trips as part of the Homecoming that would be open to the public for a fee.
  - The sale of tools donated by J. Cowan yielded \$746.
- 6. Library:** J. Cole continues to add to RHI's research library.
- 7. Costume/Interpretation:** Nothing new to report.
- 8. Outreach:** J. Cole has been in contact with local a homeschool group that would like to be involved in programming.

**9. Website & Communication:** This is an area that needs to be developed.

**10. Master Plan Review:** B. Theriault reported that he is in the process of inputting all the comments into a revised Master Plan. The Master Plan will then be distributed to RHI and Friends of Peter Burr before being submitted to JCHLC.

**11. Program Planning:**

- J. Cole identified a number of areas that could be developed for specific programs, including a Three Sister's garden, period clothing, workshops, events, tourism, and field trips.
- The Peter Burr Society will be developed and promoted as a program under RHI. The Homecoming will be October 10-16, 2010.
- B. Theriault offered to train interested persons to bake bread and M. Harris wants to schedule training. N. Parkinson will ask Father Brian Owen if the industrial kitchen at St. Leo's is available for our use.
- Charles Town's Heritage Day will be September 18 and RHI has been asked to develop a program featuring 18<sup>th</sup> century children's games and activities.

**12. Group Development:** J. Cole plans to visit the Frontier Culture Museum on January 24.

**Old Business:**

The Board's top priority continues to be acquiring \$750 to be applied toward the fee to file for 501(c)(3) status.

**New Business:**

- J. Cole opened the floor for members to discuss what they would like to see happen. The group discussed holding more events at the house, hosting reenactments, and training on bread baking.
- M. Harris has secured advertising spots on cable and in The Journal that are available for us to use. He also is a member of the 23<sup>rd</sup> Pennsylvania, a group of Civil War reenactors, and wants to hold events at the house, noting that funds raised from the reenactment would go to the Peter Burr House.
- J. Cowan discussed the Abigail Burr Cowan Educational Fund, which he established almost a year ago as a way to feed into local school system with essay competitions for different grade levels.
- Future board meetings will begin at 6:30 p.m.

**Adjournment:**

The meeting adjourned at 9:15 p.m.