

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



Minutes

Date: August 12, 2009

Location: Peter Burr House

Board Members Present: Joyce Cole, John Cowan, Kristen Marino, Nelson Parkinson, Bill Theriault

Board Members Absent: Betty Lowe, Deborah Rochefort

Others Present:

Proceedings:

J. Cole called the meeting to order at 7:00 p.m.

Approval of Minutes:

Discussion of minutes was tabled until the next meeting.

Treasurer's Report:

- Faye Stubblefield will serve as RHI's treasurer and will be audited by a member of the JCHLC. She will serve as Custodian of Financial Records and Custodian of Donations.
- J. Cowan suggested funds remain local, and several members suggested opening a bank account at Bank of Charles Town.
- RHI's paypal account has to be linked to a new bank.
- A legacy fund with the Eastern West Virginia Community Foundation has been established with a \$1500 donation. The fund has to increase to \$5000 within five years and 501(c)3 status must be approved in order for the legacy fund to be fully endowed.

Committee Reports:

1. Organization:

- By-Laws: The bulk of the meeting was spent reviewing the draft by-laws, which had been submitted by J. Cole. Numerous decisions were made as will be reflected in the final set of by-laws. Of note, the Board included provisions in the by-laws for out-of-state officers and members to participate in meetings via email or phone or confirmation by written proxy. The by-laws need to be considered for further revisions. Members who were present were asked to further review the draft and to be prepared to continue discussion of the by-laws at a later meeting.
- Standard Operating Procedures: In early stages.

2. Archaeology: K. Marino reported that artifact Board members and volunteers cleaned artifacts on July 11 and August 8. The next artifact cleaning is September 12.

3. American Chestnut Tree Project: Soil sample is under review.

4. Fundraising:

- Charles Town's Heritage Day is September 19. K. Marino suggested hosting a table. B. Theriault suggested baking and selling soft pretzels. It was agreed J. Cole, K. Marino, and B. Theriault would bake pretzels at the Peter Burr House on September 18.
- Items (t-shirts, tote bags, framed art) featuring the Burr Coat of Arms will be sold at the 2009 meeting of the Aaron Burr Association.
- RHI could purchase Colonial foodstuffs from Deborah Peterson's Pantry in Harleysville, Pennsylvania at a 25% discount then resale at the Peter Burr House.

5. Library: Nothing new to report.

6. Costume/Interpretation: Nothing new to report.

7. Outreach:

- J. Cole reported that plans for the Pumpkin Race are halted for this year because of obstacles. Board members hope to hold the event in 2010.
- J. Cole noted that recruiting Venturing Crew volunteers is still a priority. One adult leader and five people aged 14-20 are needed.

8. Website & Communication: Website is www.relivinghistoryinc.org.

Old Business:

Nothing to report.

New Business:

1. Friends of Peter Burr will host the Harvest Faire on October 10, and RHI would like to have some activities on that day as well to support and enhance their efforts.
2. Burr Family Homecoming is scheduled for October 2010. Family members are interested in a hands-on activity to help restore and maintain the house.
3. J. Cole will attend the Aaron Burr Association meeting in Washington, D.C. October 26-31.

Adjournment:

The meeting adjourned at 9:00 p.m.