

**Minutes of November 29, 2011 Board Meeting
of The Falmouth Historical Society
Whipple Farm House**

Present: Carol Kauffman, Scott McLeod, Maytha Southard, Mayer Fistal, Sheri Fistal, Mary Honan, Beverley Knudsen, Suzanne Geyer, Patricia Halpin, Mark Stevanovic, John Zinn and Rod Duckworth

Absent: Fred Howe, Janice Delima, and Donna Little

The meeting was called to order by President Carol Kauffman at 7 p.m.

The minutes of the September board meeting were approved as read.

The reading of the minutes of the annual meeting was deferred to the January board meeting.

Treasurer's Report: (See attached.) In the absence of Fred the board reviewed the report. We have 21 members delinquent in dues for the 2010-2011 year. The Society realized \$327.00 in sales at the polls in November and another \$148.00 in sales at the Audubon Society fair. The Operating Account balance is \$1232.28 and the Savings Account has \$5303.51. Treasurer's report was filed for audit.

Carol then asked each board member to give a brief biographical sketch of him/her. She then proposed the appointments of Pat Halpin, Suzanne Geyer, Mark Stevanovic, and Janice Delima (in absenture) to the Board. Jack Zinn moved to accept these appointments; motion seconded by Beverley Knudsen. Motion carried. Carol then asked each of us to sign the *Conflict of Interest Policy*. Carol then congratulated the new board members and briefly reviewed the contents of a packet which she gave to each new board member.

Proposed Executive Committee:

Scott McLeod presented the rationale for forming an Executive Committee in an effort to restructure the governance of the Society following the resignation of Rod Duckworth and there being no elected vice president to succeed him. Scott added that he and Carol are willing to act as interim vice president and president until the annual meeting to be held in October, 2012. Copies of *The Proposals to Restructure Executive Functions* were then distributed. Discussion ensued. After careful review it was mutually agreed that the last sentence in proposal #4 was redundant. It was the mutual consent of the Board to delete the sentence from the document.

Scott distributed a calendar of Society events already scheduled for the year. Dates for other events can be added as they are scheduled. Carol then proposed the following Board meeting dates for 2012 which met with everyone's approval:

- Tuesday, January 17, 2012 at 7 p.m.
- Tuesday, March 13, 2012 at 7 p.m.
- Tuesday, May 8, 2012 at 7 p.m.
- July 10, 2012 at 6 p.m. PICNIC at WFH

- Tuesday, September 11, 2012 at 7 p.m. Slate of Nominations is Due
- Tuesday, November 27, 2012 at 7 p.m. Planning Meeting for 2013

Carol then distributed copies of the proposed Program Schedule for 2012. December program is yet to be arranged. (See attached.) The board approved the schedule by general consent.

2012 Program Schedule	
Tues. Jan. 10...	OV at 1:30 p.m.
Tues. Feb. 14...	Ov at 2 p.m.
Tues. Apr. 10...	FML at 7 p.m.
Sat. May 5...	FML at 9:30 a.m.
Museum Opens June 23, 2012	
Tues. Oct. 16 ...	OV at 6 p.m.
(Annual Meeting/Election)	
Tues. Dec. 11...	OV at 7 p.m.

The remainder of the meeting was spent discussing the duties and composition of the Society committees. Each chairman explained their committee's responsibilities. Jack Zinn expressed interest in Buildings and Grounds committee and the Finance committee. Suzanne Geyer volunteered for Buildings and Grounds. Jane Neitzel will join Scott on the Grant writing team. Patricia Halpin is willing to work with the Hospitality and the Development Committees. Mark Stevanovic will chair the Finance Committee. Carol suggested that the next step be for each committee to develop a statement of goals for 2012.

The next Board Meeting will be on Tuesday, January 17th at 7 p.m. at WFH.

The meeting adjourned at 9:30 p.m.

Maytha Southard, Secretary

Minutes approved as read . Minutes approved as corrected . Date: 11.29.12

Carol I. Kauffman
 Carol I. Kauffman, President