**Sanford Historic Trust | Board of Directors Meeting Minutes -** May 2, 2023

Denny Gibbs, Dino Ferri, Virginia Vlassick, Amber Wojcek, Jackie Nitti, Steve Snipes, Jennifer Delamota, Tonia King, Michelle Parrish

Call to Order 7:24: 1st Amber, 2nd Virginia

1. **Officer Reports**
2. **Events**
3. May: Historic Preservation Awards
	1. Event:
		1. Reserving Deviant Wolfe for Tuesday, May 23, Amber to turn in Rental Agreement & $150 deposit
		2. We can use their projector and microphone system (need to be able to cast to Airscreen app)
		3. Drinks:
		*We will donate $1 per pour of our core beers (no small batch, limited kegs). You will have 5-6 beer styles to choose from for that type of donation. I will let you know the available beers once we are closer to the date.*
			1. *Food items desert fruit trays – Virginia will handle*
			2. *Once event is booked with venue, plan to make facebook event to get headcount on food items*
			3. *Do we plan to do drink tickets of first round on the board?*
				1. *Budget is 900-300space= 600 to spend*
				2. *Coupon/drink ticket for drinks*
				3. *Jenn to design branded drink ticket for event*
			4. *Bridgett will handle bulk of presentation*
				1. *Resources at museum*
			5. *Marketing – yes to posting*
				1. *Create post with drink tickets with drink from Deviant Wolfe*
	2. Awards:
		1. Updates on nominations & judging
		2. Are we presenting to Commission meeting?
			1. Will share what the awards are
			2. Before and after’s
4. June: Sanford Firefighting History
	1. Amber has submitted request to Seminole County as first step
		* 1. Mural on first with Sanford having the 2nd oldest fire station
			2. Would be nice to plan a tour at the fire station, with drinks to follow at the station
			3. 3rd Thursday June 16th

1. July (or whenever): Waste Pro Tour
	1. Only available M-F 8-4, 1 hour long
		* 1. Members only, free
			2. Friday afternoon
2. August: Roundtable with HPB & Historic Society
	* + 1. Theater round table
			2. No one has reached back out, Denny will follow up
3. September: Mini Citizens Academy / Civic Engagement 101
	1. Consider extra marketing spend: posters, FB ads, etc
		* 1. Plan for additional meeting to solidify logistic
4. **Preservation**
	1. Bettye Smith Rehab
		1. Next step - Denny or Jackie to connect with Julie
	2. Magnolia Square Clock
		1. No new updates
5. **Lampposts**
	1. Action item: invite Mike to June board meeting to discuss lampposts
	2. From April: Need someone to take the lead on streamlining the process for outages & repairs, plus communicating with residents. Add plaque/sticker/QR to send people to a form?
		1. Trust to add form to website to request a light or request maintenance
			1. Steve plans to connect with Mike to next board meeting – June 6th
6. **Admin**
	1. Storage unit upgrade and move management - Tania to coordinate with Amy to schedule moving day
		* 1. Coordinate once Amy is available
7. **Marketing**
	1. Action items:
		1. Create an event for the Historic Preservation Awards ([example from 2021](https://www.facebook.com/events/501966580989782/))
			1. Michelle to create facebook event with location TBD
		2. Schedule posts for May (Historic Preservation Month) and leading up to awards
			1. Drink post with printed drink tickets
			2. Past preservation award winners
		3. Promote awards on Instagram (can share the post with @ilovesanford and Stephanie will repost)
		4. Schedule post for the next day on Instagram & Facebook with the winners & before/after photos
8. **New Business**
	1. Jackie email from Ben on money owed – payment has been mailed out
	2. Grants committee in June, won’t be a lot of changes but some
	3. Due to board changes coming up, we need to be proactive recruiting
	4. Begin conversation on board orientation
9. **Adjourn**– 8:28 1ST Jackie Nitti, 2ND Virginia Vlassick