**Sanford Historic Trust**

*Board of Directors Meeting*

MINUTES – January 2022

In attendance: Brent Terwilliger, Amber Wojcek, Wally Baatz, Tania King**,** Jackie Nitti, **Sarah Clore**, Dino Ferri, Robin Jones Theisen, Virginia Vlassick **(In bold joined via phone).**

Absent: Doug McLendon

1. Q&A w/ Jill Gossell re: 2021 finances
2. **Call to Order** 7:07pm
3. **Approve Prior Minutes** – 1st Tania, 2nd Dino, approved
4. **Officer Reports** 
   1. President – Brent Terwilliger: Financial committee came up w/ baseline budget, will discuss & present to general membership.
   2. Treasurer- Tania King: Ending bank checking $79,030, savings $6,013, total $89
5. **Committee/Project Reports**
   1. Welcome to Amy Gonzales (a founder of the Trust): Amy spoke about the origins of the trust. The reason we were founded was because they wanted to be positive and build on the assets of the community. They had a vision and visited Savannah and Charleston to learn about their historic districts. In beginning couldn’t do actual trust for legal reasons. The original thought was to save places that were being torn down. The first Tour of Homes brought hundreds of people – they were shocked by numbers. Their main goal was to save houses in disrepair and distressed properties. If someone needed help like an older family who needed a fence repaired, the group would get together and help them. Education was another goal. She is amazed at how far we’ve come in 30 years. Brent added that we now provide advocacy, using Georgetown as an example.
6. **Old Business** 
   1. Jill Gossell and Leon Konieczny were provided financial documents to conduct a review of the Trust’s financial records for the 2021 fiscal year; they will present report at the January Membership meeting
7. **New Business**
   1. 2022 Planning Actions
      1. 2022 Budget -based on adjustment to 2021, prior year examples, and results of fundraising efforts – reviewed budget line by line for planning 2022. Stayed on the conservative side.
         1. Bring to Gen Membership, how much do we want to maintain in the bank? We recommend $50k; Discussion of our fiscal intent/purpose? Would like to create grants to offer to homeowners for historical renovations.
      2. Discuss remaining Board liaison spots that are still showing as vacant; Create new committee to manage external donation and grant administration.
         1. Committees & Board Liaisons:
            1. Finance (need two general members) –
            2. Nominating/Elections (up to two exiting board members) Doug was recommended, will need approval.
            3. Communications/Website/Social Media/Public Relations/Marketing Committee - Amber
            4. Membership/Outreach – Virginia. Tania will bring membership forms to membership meeting for anyone who wants to sign up at the first meeting. Amber will check on website for online registration.
            5. Fundraising/Special Events (including Garden Tour & Tour of Homes) – Sarah and Robin. Individual committee leads will be determined as we progress with event planning.
            6. Lampposts – Doug
            7. Images of Sanford Calendar – Doug
            8. Community Picnic - Jackie
            9. Preservation Awards – Jackie
            10. Grants - Jackie
      3. Access to shared materials: Jackie shared that we have set up board gmails and there is a shared SHT Google Drive for all events and documents. Speak to your predecessor to confirm access. The goal is to keep all info in one place to pass along to the next person. Discussion of website needs and possible upgrade. Amber will research.
      4. Discuss Foreseeable Challenges, Actions, and Other Topics
         1. Tania is looking into FDACS paperwork and if we need to comply.
         2. We would like to have a discussion with City for shared responsibilities (ex: lampposts, historic signs, photos), to be led by Sarah, Robin and Dino. What role does the Historic Preservation Board play?
         3. Storage Unit – needs to be cleaned and organized; recommend Feb-Mar, group activity
      5. Alive After 5 Chili Cook-off (“1877 Garden Chili,” Jan 13); Brent could use help with setup/serving (4:00-7:00)
      6. January​ General Membership Meeting (January 20th)
         1. Introduce New Officers/Board Members & Returning Officers/Board Members
         2. Discuss/Approve 2022 Budget
         3. Introduce Planned 2022 Trust Events/Initiatives & Solicit Volunteer Leads
            1. Query Membership to discuss our Mission and Purpose
         4. Speaker: Solar company
         5. Robin requested increase in budget to $1500 for food & beverages. 1st Dino, 2nd Tania, approved. Amber will email out invites and ask for rsvps.
   2. Other (any ad hoc motions or points of discussion) – Discussion of t-shirts for SHT.
   3. Confirm Next Meeting Details
      1. Membership Meeting, Thursday 20 January @ Holy Cross Episcopal Church, 7:00-9:00PM
      2. Board Meeting – Feb 3, 2022 (location TBD; need to identify a common space)
8. **Adjourn 9:19pm, 1st Amber, 2nd Dino**