**Sanford Historic Trust**

*Board of Directors Meeting*

Minutes – July 21, 2022

In attendance: Brent Terwilliger, Amber Wojcek, Jackie Nitti, Doug McLendon, Virginia Vlassick.

Absent: Tania King, Sarah Clore, Dino Ferri, Robin Theisen,

1. **Call to Order: 7:03**
2. **Approve Prior Minutes – 1st Virginia, 2nd Amber, approved**
3. **Officer Reports** 
   1. President – Brent Terwilliger:
      1. Brent and Tania are working on issues with the bank, new cards are on the way.
      2. Now is the time to set up an election committee to prep for a smooth transition next year. Brent recommended reaching out to past presidents to sit on election committee. Brent will reach out. Doug recommended a first-year board member also participating in that committee.
      3. Discussion of board involvement for upcoming events
   2. Treasurer- Tania King: NA
4. **Committee/Project Reports**
   1. Membership Events (Amber) – no report
   2. Calendar (Doug) – no report
   3. Membership (Virginia) – no report
   4. Grants (Jackie) – Jackie reported that the grant applications are now live on our website and flyers need to be printed to distribute around town. Brent suggested contacting Ven S. for printing. We will be sharing on social media in the coming weeks. Requested that board members share info about the grant on their social media accounts.
   5. Membership Picnic (Jackie) – Jackie reported that the picnic will be October 8th. Current budget is $300 for the SHT to provide meat, rolls & paper products. The committee includes Janet McLendon, Collen Greenhouse and Lyn Emmons. The ladies are doing a great job planning the event.
      1. Jackie made a motion to increase budget to $1000 to include decorations and games. Doug seconded. Motion passed.
   6. Tour of Homes (Robin) – no report.
      1. Jackie mentioned that there will be a TOH meeting on August 1st and will follow up with time and location. (6:30 at the First United Methodist Church).
5. **Old Business** 
   1. Sponsorship of the Bettye Smith Cultural Center. No new information. Doug & Amber will follow up.
   2. Discussion of lampposts – need lead.
   3. Discussion of meeting dates –
   4. How can we prepare the next year’s board for greater success? Have a plan we can hand over. Plan meeting for September to create calendar, main initiatives.
6. **New Business**
   1. Other (any ad hoc motions or points of discussion)
      1. Discussion of Garden tour dates. Will leave it up to the committee to decide.
      2. Discussion of Board communication – Facebook vs email. No decision made.
      3. Amber looking into Mail Chimp for new website, includes event plug in.
      4. Discussion of Board social event to reconnect, revitalize – Brent suggested Tuesday bingo at Hollerbachs. No date set.
   2. Confirm Upcoming Meeting Details
      1. Board Meeting – August 4, 2022 (location TBD)
      2. Board meeting – September 1, 2022
      3. Membership Meeting – September 15, 2022
      4. Membership Picnic – October 8, 2022
7. **Adjourn 7:52: 1st Virginia, 2nd Amber, adjourned**

MAJOR REMAINING EVENTS

* September - Sanford Historic Trust Membership Meeting (September 15th)
  + Officer & Committee Update Reports
  + Solicit nominations for Officers & Board Member positions expiring in 2022
  + Establish Nomination Committee
  + Establish Budget Committee (for 2023 budget preparation)
* October
  + Balls of Folly
  + Community Picnic (October 8, Park on Park)
* November
  + Sanford Historic Trust Membership Meeting
    - Officer & Committee Update Reports
    - Election of Officers and Board Member positions expiring in 2022
    - Establish Finance Committee to review Trust financials
  + Calendar Reveal
  + Holiday Tour of Drinks (Start)
* December
  + Holiday Tour of Homes – December 3rd
  + Holiday Tour of Drinks (cont’d from November)