**Sanford Historic Trust | Board Meeting Minutes**

September 5, 2023

Call to order: 7:00pm Denny Gibbs & Tania King

Attendance: Amber Behring, Virginia Vlassick, Tania King Jackie Nitti, Denny Gibbs, Jennifer De La Mota, Dino Ferri and Steve Snipes

1. **Officer Reports**
   1. Treasurer Report with Tania: all looks good for the month, no questions.
2. **Events**
   1. September: Civic Engagement 101
      1. Updates & needs from Denny.
         1. All is in place, have not heard from everyone that will be involved, no news is good news. Sheena, Mary and Lisa. Will be checking with everyone as the date gets closer.
      2. To do:
         1. Develop printed takeaway with key info.
            1. Either created prior to event or notes taken from event.
         2. Instagram & Facebook posts
            1. Submitted to Sanford 365 and The Herald
            2. Scheduled out post.
         3. Email
   2. TBD: October
      1. What did we decide in August?
         1. Buster’s Bingo will be in October.
         2. Promote Tour of Homes
      2. Past presidents’ dinner
         1. Create list of questions to present to past presidents.
         2. Begin planning for venue.
            1. Jailhouse event room – good option
            2. Date: Tuesday, October 10th – All board
            3. Jackie will gather list of names of recent past presidents to invite
      3. Cemetery Project event?
   3. November: Buster's bingo
      1. Need date from last month to confirm with BB.
         1. Move to October – Amber will check in for date.
      2. Calendar reveal will be the focus for November. Amber will touch base with Kathy.
   4. December: TOH
      1. Updates?
         1. Invite Amy to next meeting – October 3rd.
         2. Would we like to have a raffle in place for homeowners?
3. **Preservation**
   1. Grants: updates from Jackie
      1. 3 Applications have been submitted.
      2. Share at Civic engagement in September and bring flyers.
      3. Include in Newsletter
4. **Lampposts (5 minutes max!)**
   1. Making progress - updates from Denny
   2. Previous items:
      1. Write new homeowner agreements.
      2. New city agreement
      3. Website form - Amber
      4. Letter & postcard - Jackie & Amber
         1. Will get reviewed by Amber, to create post.
         2. Denny will resend letter.
         3. Lunch provided for crew members.
5. **Marketing**
   1. Need any and all photos and videos from this year added to the shared drive ASAP.
      1. Historic Preservation Awards
      2. Tour of Homes July Event
      3. August panel
   2. Website - focusing on improving existing website instead of moving websites with uncertainty over future resources.
      1. Add gallery for Tour of Homes and Calendars.
6. **Old Business**
   1. Recruitment and nomination for next board
      1. Reach out to past presidents to see if any of them will be on the nominating committee.
      2. November 7th for member meeting – Location: Welcome Center
         1. Board meeting 6 – 7pm
         2. Member meeting 7pm – 8pm
7. **New Business: N/A**
8. **Adjourn:** 1st Dino Ferri and 2nd Denny Gibbs