

**Special Board Meeting
Falmouth Historical Society
September 1, 2011
Whipple Farm House**

Missing Board Members – Sheri Fistal, Mary Honan, Jack Zinn, Bev Knudsen (will be late)

Guests invited – Betty Winslow, Hannah Russell, Dave Merrill, Jane Neitzel, Janice Delima, Barbara Dibiase, Mark Stevanovic (knowledge and interest in fund raising and finance)

Support Members Present – Red Duckworth, Donna Little, Mayer Fistal, Martha Southard

Why this meeting was called – To bring to your attention the financial situation due to the barn building project plus other museum related expenses, and the crystal clear need to fund raise beyond what has been done.

Brief Barn Project History

2009 – Decision to build a barn and a gravel parking lot

July, 2010 -- Application to The Davis Family Foundation for a grant

September, 2010 -- \$30,000 grant approved based on a request of \$40,000 for a \$50,000 project.

Clear that the project estimate was greater than grant. Fund raising needed.

January, 2011 – Town of Falmouth approval process started and Building permit issued in August, 2011.

Foundation and structure to be completed in September, 2011.

Treasurer's Report

Barn expenses to be done

Install electric service -- \$4,400 - *\$5400*

Install Security system -- \$980

Stain/paint -- \$6,000 (Est- no proposal)

Cost to complete barn project -- \$11,380

Repay Operating account -- \$ 8,747

Total estimated additional expense -- \$20,127

Other projects

Museum roof replacement -- \$7,500

Museum exterior painting and repair -- ?

Museum 2nd floor demolition (lead paint & asbestos) -- \$10,000 to \$20,000 (Est. no proposal)
Total building related expenses on the list -- \$50,000

Fund Raising

Group suggestions

Category A -- Quickest methods and sources to generate donations.

Category B -- Intermediate methods and sources.

Category C -- continuous/annual sources and methods.

Volunteers

Small group to manage each category

Persons to do each source/method

Everyone must participate from leading a group to stuffing envelopes

Show of hands to volunteer (%)

Need to raise \$50,000 —

Categories A + B not discussed.

No volunteers

Letter will be sent to members.

Special Board Meeting, September 1, 2011

Category A Suggestions

1. Send out a letter to every household in town.
2. David Merrill explained the methods that were used to raise money for moving the Andrews' house. Selected families and businesses were contacted personally. Members contributed half of the funds for moving the house. David will develop a list of donors.
3. Approach the Davis Foundation and Maine Foundation (Dudley).
4. Contact members first.
5. Contact Lions, Rotary etc.
6. Borrowing money from members. Betty Winslow explained how members of her church had loaned money to pay off debts on building projects.
7. Create different levels of giving and recognize them.
8. Organize yard and garage sales.
9. Approach Shaw's and Hannaford's about asking shoppers to contribute a dollar to their orders. (They do this for some organizations.)
10. Have a table outside the stores for contributions.

Falmouth Historical Society
Cash Report
as of August 31, 2011

Bank Accounts	
Checking (Museum)	\$ 4,118.13
Checking (Society)	739.12
Savings (Museum)	1,180.92
Savings (Society)	6,818.70
Cash Accounts	
Petty Cash (Development)	\$ 0.00
Petty Cash (Museum)	81.00
Petty Cash (WFH)	0.00
Receipts (Museum)	0.00
Receipts (Society)	100.00
Asset Accounts	
Maine Community Foundation	\$ <u>28,453.36</u>
 Totals	 \$ 41,491.23
 Encumberances	
Robert Cram Fund	\$ 766.28 - <i>landscaping</i>
Maine Community Foundation	27,493.36
Commitments	
Due to Endowment for FY 2010/2011 (114 @ \$5)	\$ 570.00
Due to Endowment for FY 2011/2012 (78 @ \$5)	390.00
Due to Endowment (Voluntary Gifts FY 2011-20012)	630.00
Remainder of barn contract -- Larry Pyle	7,747.00
Speaker for annual meeting	125.00
Southpaw Sign Studio	<u>310.00</u>
 Total Commitments	 \$ <u>38,031.64</u>
 Current Available Cash	 \$ 3,459.59
 <i>43 unpaid dues - average \$25</i>	 <i>20</i>
 <i>\$140 month for utilities</i>	 <i>30 family</i>
	 <i>50 supporting</i>