**Sanford Historic Trust**

*Board of Directors Meeting*

MINUTES– September 2021

In attendance: Brent Terwilliger, Stephanie Heller, Wally Baatz, Jackie Nitti, Jill Albach, Sarah Clore, Doug McLendon, Zach Waters

1. **Call to Order** 6:03
2. **Approve Prior Minutes** 1st - Wally, 2nd - Sarah Clore, approved.
3. **Officer Reports**
	1. President – Brent Terwilliger: We need to inform General membership that the meeting has changed from September 16th to the 23rd.
	2. Treasurer - Wally Baatz: Balance of $54,745.19. Information has been updated and we are up to date as of the end of August.
4. **Committee/Project Reports**
	1. Membership (Jill) - no report
	2. Calendar (Doug) - Generated about $5,700 in sponsorships. CPH & Wayne Densch main sponsors. All months have sponsors. Still taking calendar dates and friends of calendar sponsorships. Kathy is bidding a few different printing vendors and asking for help with proofreading. If board members are able to help with proofreading let Doug know.
	3. Holiday Tour (Brent for Caroling) - TOH will be held 12/4 , from noon to 9. There are 10 confirmed homes. Tablescapes sponsored by local businesses will be set up at each home.
	4. The headquarters will be Touhy Park.
		1. Ticketing, Merchandise, Raffle tickets, bathrooms, carriage rides, Christmas Market, Carolers, Photo op, Balls of Folly, possibly sidewalk chalk murals.
	5. Working on parking and need to submit by 9/15.
	6. Amanda Nall is working on graphic designs
		1. Facebook event will be posted when design is complete.
	7. Review and approve budget and overage.
	8. To dos:
		1. Pay carriage and restroom deposits, post on Facebook, update sponsorship form, recruit vendors/musicians, set up volunteer website, set up eventbrite, secure Tour of Drinks.
	9. Homeowner meeting September 14 at 6pm. Please RSVP to Caroline by 9/10.
	10. Next committee meeting 9/29 at 7pm.
5. **Old Business** (tabled/unaddressed items from prior-Board)
	1. None - Plan on reduced presentations and more social meetings. Doug will review language in bylaws and present for approval at September meeting and propose to start in January.
6. **New Business**
	1. Future general membership meeting programming
		1. September will be Amanda Spoor talking about renovation loans
		2. October is the zoo
		3. November is business heavy. Need November & January topics. Discussion of solar (November). Maybe include Julie from the city to come out at the same time to give city’s input. Old General Store in Geneva - Bob Hughes -reclaim and restore historic wood. Let’s consider him for January or on.
		4. Fl Native Plants are about grants - tabled until we know more about the grants.
		5. Committee should be working towards 2021-2020 plans
	2. Other (any ad hoc motions or points of discussion)
		1. Doug - discussion of expense limits in bylaws for board approval. Could Exec. board approve minor expenses? Will review and present to general membership for approval of $300 level for President/Treasurer approval.
		2. TOH requesting additional funds. Doug 1st to motion approval, Wally 2nd. All in favor. Approved.
		3. Discussion of creating Quickbooks online to prevent loss of data. Wally will review costs and present in October.
		4. Tour of Drinks - Andy Albach putting ideas together. Discussion of benefits of participation, check presentation and graphic design. Stephanie will talk to Paul about including West End and Celery City.
	3. Confirm Next Meeting Details
		1. Membership Meeting, Thursday September 23, 2021 (Henry’s Depot @ 7PM; moved from 16th due to Yom Kippur)
		2. Board Meeting 10/7/2021 @ 6PM (Zoom)
	4. **Adjourn:** 6:45, 1st Stephanie, 2nd Wally