

**MINUTES OF THE MEETING - EMILY KNAPP MUSEUM  
AUGUST 26, 2015**

**CALL TO ORDER: 6:00**

**PRESENT:** Pat O'Brien, Mark Rice, Sarah Cedeno, Chris Hunt, Sue Savard, Bill Andrews, Allan Barry, Neal Keating, Norm Knapp, Christine Zinni

**OLD BUSINESS:**

- ✓ **Map restoration:** We have not been notified with respect to our request for a grant. Possibly we will hear in September or early October once the Legislature reconvenes.
- ✓ **By-Laws and Annual Report:** By-Laws have been approved. Pat was asked by the trustees to report on a monthly basis about what we have accessioned and decided to deaccession.
- ✓ **Annual Report:** Modifications suggested by the Village Board are as follows: Although it is no longer a state law that board members be residents of the village, it is a Board of Trustees requirement. That policy has existed for some time, but had not been implemented. Museum hours have been amended in the annual report. The number of maps to be restored changed to three. The museum board approved all corrections.

Discussion followed regarding how the annual report will be provided. It was decided that in the future, the Museum Board would submit the report after review and approval. In addition, the historian's report will be combined with the museum's report.

- ✓ **Financial Report:** The Village Trustees have requested a financial statement from the Museum Board. We cannot provide that information because, for the past several years, we have been unable to obtain the information. Pat requested that Bill Andrews look into the matter. Neal suggested that a full accounting of all income and expenses of the museum is essential including a financial statement on an annual basis.
- ✓ **Adopt a picture program:** Approximately 50 pictures have been adopted.
- ✓ **College internship:** College internships are anticipated to begin within the next few weeks. We provided Christine Zinni a list of possible projects. A meeting is scheduled with Christine for Thursday, September 3 to set up time slots during which the students will be working at the museum on their projects.

**NEW BUSINESS:**

- ✓ **Fannie Barrier Williams:** Allan presented a brief proposal that was e-mailed to the Board in advance of the meeting regarding the role of Fannie Barrier Williams in local and national history. The proposal suggested a number of potential activities designed to call attention to her life and contributions. The Emily Knapp Museum will plan an opening display and promotion of Fannie Barrier Williams, to be ready by the High Bridge/Low Water weekend in the spring. Sarah and Sue will provide leadership for this. Allan and Mark agreed to explore other avenues for calling attention to the life of Fannie Barrier Williams and will report to the Board at a future meeting.