

	History flyers for Meals on Wheels recipients: Laura Parette has volunteered to generate a one-page flyer using articles from the Newsletter. These would go out once a month to about 70 folks.	
Mike Maloney: History Center and Collections	See attached report. The textile assessment is on hold. We advised Mike to ask the child who is interested in Dr. Janes to make a list of questions and we will find someone who can answer them.	<i>Maybe Lisa Scagliotti as she is knowledgeable re: Dr. Janes</i>
Exhibits in the Steele Room	3 exhibits a year. The exhibit vetting committee members are Bill Woodruff, Laura Parette, and Katarina Lisaius. There is interest from a watercolor group to hang an exhibit for the summer segment. WHS plans to exhibit info re: the State Parks 100th Anniversary and the C.C. Trail in the fall. The organizers are Anne Imhoff, Cheryl Casey and Brian Lindner. There will be pics, a narrative and a timeline. Cheryl will apply for a grant from Revitalizing Waterbury for mounting, printing etc.	<i>Cheryl, Anne</i> CHERYL
Finances: Joe	See attached report. Several donations were received following the notice in the newsletter – three from the overdue list. 25% of all donations came from new members.	
Newsletter: Laura	The next edition will be sent out on June 9. Articles are due by May 8. Paul Willard has compiled an index of newsletter articles starting in 2001. (Duxbury’s newsletters are searchable online.)	
Strategic Planning – Sat. Jan. 13, 2024	Thirteen attended: Cheryl Casey, Skip Flanders, Joe Camaratta, Bill April, Anne Imhoff, Jan Gendreau, Jill Chase, Betsy Shapiro, Margaret Moreland, Marieta Warnstedt, Betty Jones, Mike Maloney and Grace Sweet Cheryl has compiled a rough draft of the results of the session. She handed it to Board members. Cheryl has asked the Board to read the notes closely and to condense the report to make it into a reasonable action plan for the next five years. Strategic priorities need to be coupled with an action for May. It was suggested that the Board rewrite the Mission statement and add a vision statement.	<i>Cheryl and Board</i>
Lifetime Achievement Award	The League of Local Historical Societies and Museums annually presents as award to deserving folks. It was decided to honor Paul and Jane Willard.	<i>Cheryl sent the application in Nov.</i>
Old Business	The Rotary materials do not belong in our collection. Cheryl will write a letter to the Rotary.	<i>Cheryl</i>
New Business	Mike Maloney, Collections Manager, will be leaving by the end of May. Cheryl will sit with Mike to shape a job description. Should we divide Mike’s salary so that we could have a ten hour a week Curator and a ten hour a week Collections Manager? The Curator prepares exhibitions that are the face of our collection.	<i>Cheryl and Mike</i>

	<p>Mike has written up guidelines for entering items into and streamlining Past Perfect and for doing data management. He has also instituted a good system for sorting and sifting items, however, the work is far from finished. Mike has answered in-depth questions from the public.</p>	
Website update?	<p>Cheryl is managing the WHS website. She feels the site could be more easily usable (friendly) if WHS hired a web designer to rework the "architecture", that is reworking links etc. She received a quote from Edgeworks for \$7800. The consensus of the Board is that it is more important to find a Curator and a Collections Manager and that the website is O.K. as is.</p>	
Next meeting	April 17 at 4:30 in the Steele Room	
Meeting Adjourned	at 6:30	
Secretary's Minutes	Notes respectfully submitted by Grace Sweet	