



Boscawen Historical Society

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<http://BoscawenHistoricalSociety.org>

Minutes of Governing Board Meeting

Purpose	Meeting Time
Governing Board Meeting	Saturday, February 8, 2025 2:00pm
	Board Members Present
	Elaine Clow, President; Mike Nawoj, Past President, Penny Wing, Secretary; Steven Green, Treasurer; Tina Larochelle, Trustee
	Board Members Missing
	Laura Lane, Trustee
	Guests Present
	Lauren Hargrave, Gary Waters. Mabel Niebling
Location of Meeting	Quorum
Much-I-Do Building – James F. Colby Workroom	Yes
228 King Street, Boscawen 03303	

Notice

Notice was provided.

Proceedings

- **Call to Order**
 - The meeting was called to order at 2:15pm by Elaine Clow, President
- **Reports**
 - Treasurers report
 - All financial information for BHS fiscal year 2024 has been entered in to Quickbooks Online, allowing the BHS to track Program, Administrative and Fundraising revenue and expenses and preparing us to apply for grants in the future.
 - A Statement of Financial Activity and Statement of Financial Position for 2024 was presented.
 - A Statement of Financial Activity and Statement of Financial Position for 2025 was presented.

- Reported that the annual A-9 and A-12 reports are ready to be submitted to the Town of Boscawen
- The net asset section of the annual NHCT-12 submission to NH Charitable Trust has been updated to use the depreciated value of the BHS property and not the market value of the property. The report is ready to be submitted to the State.
- A request for a paper copy of the State of New Hampshire Non-Profit Report was sent to the New Hampshire Department of State. This report is submitted every 5 years and there is mailing address information that needs to be updated.
- A discussion of interest rates and maturing CD's included the "laddering" of the CDs, potentially combining CD's and the complexity of restricted vs non-restricted funds, long term vs short-term investments
- An annual budget based in part on 2024 actuals is being created for the next Board meeting.
- **Unfinished Business**
 - No unfinished business was presented
- **New Business**
 - The following draft documents were provided to the assembly for discussion, "Document Destruction and Retention Policy", "Whistleblower Protection Policy", "Volunteer Policy and Procedures" and "2025 Goals and Priorities".
 - A discussion of the Volunteer Policy ensued, revolving around a requirement that volunteers fill out a form to provide contact information, the recording of volunteer hours and the Boards ability to manage the organization. The discussion was cut short to give the Board members more time to review it.
 - All discussion of new business was set aside until the next Board meeting Motion and result of voting, including number seconding, dissenting, and abstaining.
- **Open Discussion and Feedback**
 - Elaine and Steve made a general statement of what we have been doing with the buildings/grounds, and organizing the work rooms and storage.
 - A revolving BHS display is now located at the Boscawen Library.
 - Mike pointed out that we need to update the general list of building maintenance - Ted Houston did one, and he did one under his tenure. At issues are the condition of the hose tower foundation on the Much-I-Do building, the Boiler, the tank in the cellar of Much-I-Do, and the attic upstairs in Much-I-Do. Also, the staircase railings in the Academy Building.
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- **Next Meeting Date**
 - No meeting was scheduled

- **Adjournment**

- A motion to adjourn was made by: Steve
- Seconded by: Tina
- Motion vote: Passed
- The chair declared the meeting adjourned at 3:45pm.

Minutes submitted by Penny Wing, Secretary.