



Boscawen Historical Society

226 - 228 King Street Boscawen, New Hampshire 03303

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<http://BoscawenHistoricalSociety.org>

Minutes of Governing Board Meeting

Purpose	Meeting Time
Executive Governing Board Meeting	Saturday, March 8, 2025 2:00pm
	Board Members Present
	Elaine Clow, President; Steve Green, Treasurer;
	Laura Lane, Trustee; Penny Wing, Secretary
	Board Members Missing
	Mike Nawoj, Past President; Tina LaRochelle, Trustee
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 2:20pm by Elaine Clow, President
- **Approval of Agenda**
 - Motion to approve the agenda made by Steve Green and seconded by Laura Lane
 - Carried without objection.
- **Approval of Last Meeting Minutes**
 - Minutes from February 8, 2025 meeting were unanimously approved.
- **Reports**
 - Treasurers report
 - Handouts:
 - Statement of Financial Position as of March 8, 2025
 - Statement of Activity as of March 8, 2025

- Sample Budget Statement
 - List of CDs: Clark, Schneider, Atkinson, Downs, Putnam, Memorial, and Academy.
- Discussion to add \$500 from the Operating Account into the Colby Library Account and close out the Colby Savings Account by moving the funds into a CD.
 - Motion was made by Penny Wing, seconded by Steve Green. All in favor
- Review of current BHS financial positions and activity
 - 2025 Priorities and Budgetary Discussion
 - Operating capital requirements for the coming year,
 - Building maintenance and repair requirements
 - Program and fundraising needs for 2025) —
 - Motion to table by Steve, Second by Laura. All in favor
- **Unfinished Business**
 - Volunteer policy discussion and vote.
 - Read through of the policy. Some edits suggested under section titled "Eligibility and Participation Requirements" re: Individuals who are 17 years of age or younger; "Volunteer Guidelines" section change "Volunteers should not incur..... to shall not", "Liability and Risk" section - contact insurer re: coverage; "Return of Property" section
 - No vote taken on adoption
 - New Volunteer Update - Patrick Horrocks stopped in during the meeting to drop off his volunteer form
- **New Business**
 - Gary Waters not joining the Board at this time - interested in volunteering
 - Whistleblower policy and vote - Motion to table by Steve, Second by Penny - all in favor
 - Document Retention policy discussion and vote - Motion to table by Steve, Second by Penny - All in favor
- **Open Discussion and Feedback**
 - Discussion about By-Laws, Putnam Fund, Endowment Fund
 - Report forms are complete:
 - Secretary of State Form required every 5 years
 - Attorney General Charitable Trust Annual Report Form (Fund Balance = \$123,927.72)
 - BTLA A-12 - Annual Form to the Town of Boscawen
 - BTLA A-9 - Annual Form to the Town of Boscawen
 - Discussion about snow roller
 - May be ready to move to Bill Bevins barn this summer.

- Bill Bevins said he will store it for BHS in his barn.
- **Next Meeting Date**
 - Saturday, April 26, 2025 at 2 pm
- **Adjournment**
 - A motion to adjourn was made by: Steve
 - Seconded by: Laura
 - Motion vote: Passed
 - The chair declared the meeting adjourned at 4:00pm.

Minutes submitted by Penny Wing, Secretary.