



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, April 26, 2025 2:00pm
	Board Members Present
	Elaine Clow, President; Steve Green, Treasurer;
	Laura Lane, Trustee; Penny Wing, Secretary;
	Mike Nawoj, Past President
	Board Members Missing
	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 2:05pm by Elaine Clow, President
- **Approval of Agenda**
 - Motion to approve the agenda made by Laura and seconded by Mike
 - Carried without objection.
- **Approval of Last Meeting Minutes**
 - Minutes from March 8, 2025 meeting were unanimously approved.
- **Reports**
 - Treasurers report
 - Review of current BHS financial positions and activity
 - Statement of Financial Activity as of 4.26.25
 - Statement of Activity by class as of 4.26.25
 - One CD was renewed with a rate of 3.9

- Discussion about grants – Foundations need to see what the society has been doing and where funds are being spent.
- **Unfinished Business**
 - Update Compliance with 501 (C) (3) policies:
 - Adoption of the Volunteer Policy with changes related to volunteers who are minors – language taken from the UNH Extension Volunteer Policy – Motion by Steve, second by Laura – All in favor – Motion passed
 - Adoption of the Document Retention Policy: Motion by Mike, Second by Steve – All in favor – motion passed
 - Adoption of Whistleblower Policy – Motion by Mike, second by Steve – All in favor – Motion passed
- **New Business**
 - Budget Discussion – Steve handed out a sample budget using figures from last year’s expenses -- To be used for planning annual expenses and project costs.
 - Building and repair projects – discussion of projects – roof is not leaking but does need to be re-done, hose tower needs repair, underground tank, stair railings (museum), clean attic, oil burner in Much-I-Do basement, museum windows. Mike will locate his list of projects from 2022. Steve will create a list. of projects.
 - Museum opening preparations, schedule volunteer work day, (G.E. work Crew 10 year will be here, Friday, May 16, 2025 (Thank you to Don Giaquinta).
 - Museum display refresh project, schedule volunteer workday. Cases and windows need to be vacuumed out. Workday/cleaning is scheduled for Sat., May 17, 2025.
 - 2026 Calendar – Fund Raising discussion about producing a 2026 calendar – Good idea -- assignments/volunteers?
 - Collection maintenance projects and volunteer workdays – assignments/volunteers?
 - Museum Opening May 25, 2025 -- assignments/volunteers
- **Open Discussion and Feedback**
 - Rail Trail on May 10 - Bicycle tours will be going thru. Elaine will be there to do a walk down to the Veterans Cemetery, and hand out BHS membership forms
 - Discussion about the locks and key management .
 - Motion to change the locks by Elaine, second by Laura. All in favor.
 - Steve will re-key both buildings.

- **Next Meeting Date**
 - No meeting was scheduled
- **Adjournment**
 - A motion to adjourn was made by: Mike
 - Seconded by: Steve
 - Motion vote: All in favor
 - The chair declared the meeting adjourned at 3:55pm.

Minutes submitted by Penny Wing, Secretary.