



**The Sandown Historical Society and Museum**  
6 Depot Rd, PO Box 300 Sandown NH 03873  
Sandownnhdepot.org



## Meeting Minutes

**Date: Thursday August 12, 2021**

The Sandown Historical Society will have a meeting on **Thursday August 12, 2021 at 6:30pm (EST)** (approximate), to be held at the **Sandown Town (Lower) Hall** due to extreme heat and humidity.

6:33p

Call to Order

Roll Call - Deirdre Steinfort-Rivas, Dave Gaudreau, Sue Dupouy, Ellen, Susie Dupuoy, Shayla McNally, Heather Rosati

Approval of Minutes (July Meeting) - None

Correspondence -

- Train Show Vendor Sign ups
  - **Action Item - Converse with Matt and Salisbury Society regarding Raffle Fundraisers and involvement in shows**
- Frank Email

6:35p

### **Administrative Update**

- Votes for Josie Dupuoy as Secretary

- Unanimous Accepted **Board will have Josie added to all the websites and communication threads and emails.**

- Grand Re-opening Summary - SUCCESS!

- Membership & Subscription Numbers
- New member total 88 and 66 subscribers, total reach of 140
- Food was well planned
- **Action Item - Get designated ticker - Membership Table for events**

- Treasurer's Report - see attached report (Paul) - Accepted

- Ebay - Flag Purchases, Updating

- Official a business account

- Merchandise Report/Gift Shop Procedure (Deirdre/Paul)

- Inventory, Transaction Notes, etc **Shayla will order sandwich sign to put on railtrail to advertise cold drinks and snacks at the Depot. Email Dave a pdf sign so he can post at Fremont depot, since Sandown is the first stop from there.**

- Shirt inventory update - Black Sheep Design has everything on file, same price as it was in the original invoice - purchase 72 shirts minimum, \$8.40 a shirt. - Larges, Kids Color shirts - need appropriate sizes. New designs? Comedic script, Initial Order Bos&Maine - Black, Grey, White

- **Deirdre to create order**

- **Gift Shop - Depot Opening Procedure**

- **Deposit slips - put sales in envelope - To be picked up and deposited the following week.**

- **Charge the card reader upon opening, turn out flags, signs for chips and cold beverages. - Closing - Restock drinks**

- **Instructions for using sound equip in communications room (repeat)**



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- Annual Collectors Item - Christmas Ornaments? Wood or Pewter
- Line drawing notecards - **Cost?**
- Books - Sandown Meetinghouse Hill Book
  - Arlene's Book
  - Matthew Thomas - Sandown history Book? Fremont Historian

**A Literary Feast cookbook, Sue brought 2 copies that sell for \$10. Will bring more from library.**

- Donation of Fridge for Snacks & Beverage Sales
  - Fridge donated by Katelyn Whittier
- Donation of Computer speakers and old phone for communication room
- Curator's Report (Deirdre) **Need to include volunteer sign ups (Deirdre can write something up) in the monthly newsletter; volunteer every Saturday, repairs to the flanger car windows before winter.**
- Media/Fundraising Report (Heather)

6:45p

### Projects

OHD - Beer Tent Fundraiser,

- Permissions, Licensing, and Insurance OH MY! **Permission to have beer tent Saturday night as well, police will be at Sandlot for fireworks anyway. Shayla speaking to the State Friday 8/13 for necessary licensing and insurance needs. Will contract with same insurance as last year's. Need to see if we can have electric and water at our booth.**
- Parade **Need to better understand the details of the parade, need people who want to march with the SHS. We can ask Matt to come as conductor?**
- Friday night, Saturday (Depot hours & OHD) **Depot closed Saturday of OHD, open Sunday 10-2 in line with other town organizations.**
  - Merch **Deirdre will look into more merchandise to bring for booth display. Need ideas for display. Will look at Depot to see if there is an ez-up canopy and folding tables.**
  - Volunteers **SHS is slotted to volunteer with set up on Friday.**

### Future Fundraising Options

**Over winter, review architect plans to revive the Depot, have the architect come visit us and explain all the work. Develop a 1, 2-3, and 5 year plan to present to the Town, they have a grant they can apply for, since they own the building. Need to look-up historic building registry and see what the requirements are. See what the town has in place for a regular maintenance plan.**

### Town Hall Shadow Box

- Theme for next box, artifacts to include **Deirdre doing photos of Sandown schools and supplies from Depot.**
- Who will make the switch, return items currently in box to Depot

7:30p

### Adjournment

*Please be advised, agenda items may not be discussed in exact order. The Historical Society may discuss other business brought before them that may not be explicitly listed on this agenda.*



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*You are invited to attend, or you may submit written comments prior to this meeting. If you require personal assistance for audio, visual, or other special aid, please contact our office at least 24 hours prior to this meeting.*

Treasurer's Report

Sandown Historical Society - Treasurer's Report 7/1/2021 - 7/31/2021					
TD BANK CHECKING	Starting Balance 07/01/2021			\$6,699.08	
	Ending Balance 07/31/2021			\$7,307.03	
	Account Activity				
				<b>INCOME</b>	<b>EXPENSE</b>
				<b>\$776.00</b>	<b>(\$168.05)</b>
	7/12/2021	Deposit - Richard Nichols B&M RR Hist Society	\$100.00		
	7/23/2021	Withdrawal (Cash for Grand Opening drawer)		-\$150.00	
	7/26/2021	Cash Deposit - Sales from Grand ReOpening	\$426.00		
7/26/2021	Walmart Grant	\$250.00			
7/27/2021	Eversource - Utilities payment		-\$18.05		
			<b>TTL FLOW</b>	<b>\$607.95</b>	
PayPal	Starting Balance 07/01/2021			\$547.49	
	Ending Balance 07/31/2021			\$665.00	
	Account Activity				
				<b>INCOME</b>	<b>EXPENSE</b>
				<b>\$539.03</b>	<b>(\$421.52)</b>
	7/4/2021	R Woulfe T Shirt sale	\$24.15		
	7/7/2021	PayPal credit card reader		-\$69.94	
	7/15/2021	Wendy Bova	\$14.61		
	7/16/2021	OTC Brands		-\$87.82	
	7/18/2021	T-shirt sale - S McNally	\$14.37		
	7/19/2021	BJ's - Membership		-\$55.00	
	7/19/2021	Tshirt sales	\$185.00		
	7/23/2021	BJ's - Supplies		-\$200.76	
	7/24/2021	Opening day sales	\$169.60		
	7/24/2021	Darren Hudgins membership	\$29.19		
	7/24/2021	Matt Cosgro - Membership donation	\$24.32		
	7/24/2021	Heidi Traeger - Membership donation	\$29.19		
	7/27/2021	P Gertsch - Tshirts	\$48.60		
7/28/2021	eBay shipping + fee		-\$8.00		
			<b>TTL FLOW</b>	<b>\$117.51</b>	
			<b>Paypal + Checking flow</b>	<b>\$725.46</b>	
Notes					