

**MINUTES OF A MEETING OF THE BOARD
THE ASSOCIATION FOR LIVING HISTORY, FARM & AGRICULTURAL MUSEUMS
WVU JACKSON'S MILL CONFERENCE CENTER, WESTON, WV
JACKSON LODGE, WEST VIRGINIA ROOM, NOVEMBER 2 & 3, 2007**

Members present and a quorum: Charles LeCount, Lynne Belluscio, Judith Sheridan, Bruce Henbest, Ed Schultz, Manuel Lopez, Mike Beckett, Bob Powell, Franz Klingender, Tom Kelleher, Pete Watson, Karen Becker.

Friday, November 2, 2007

President Charles LeCount called the meeting to order at 5:15 PM in a meeting room at WVU's Jackson's Mill Conference Center. Host Dean Hardman welcomed us and discussed local arrangements for the meeting. LeCount reviewed meeting rules. The minutes of the June 2007 meeting in Santa Fe, NM were approved by e-mail and submitted to the website for publication. A motion was made to approve the minutes by Belluscio, seconded by Kelleher. Motion passed. Sheridan reported that there was \$35,441.26 in the checking account at the start of the board meeting. This included the final check from the 2007 Annual Meeting of \$15,501.70. The third quarter financial report was issued and e-mailed in early October. A motion to file the treasurer's report for audit was made by Powell, seconded by Watson. Motion passed.

AD HOC COMMITTEE REPORTS.

2007 CONFERENCE. Susan Hanson, conference chairman, sent a final report via e-mail that summarized all aspects of the conference. Lopez reviewed the finances. Grant support by the Paloheimo Foundation made the conference financially successful. Only 25 persons responded to the conference survey. We discussed whether a paid conference coordinator was necessary every year. The answer was "it depends".

2008 CONFERENCE. Henbest and Klingender reported on progress for the 2008 meeting in Ottawa, Canada. Papers are coming in, the timeline is set and planning is ongoing. The registration will include the 5% general sales tax that must be paid by all attendees. The lodging will be at the University of Ottawa. Two room suites with a common room will be about \$100.00 per night. The University is in the downtown area and convenient to the airport.

2009 CONFERENCE. LeCount presented the 2009 Old Salem report. John Caramia has met with the hotel. No busses will be needed since all activities are within walking distance at Old Salem. Conference dates are June 6-10, 2009. The meeting will be three days with one day of pre-conferences. Caramia hopes to attract more people in management to the meeting.

2010 CONFERENCE. Kelleher will bring an invitation from Sturbridge Village to host the 2010 Annual Meeting to the June 2008 board meeting.

FUTURE SITES & CONFERENCE SUPPORT. LeCount has Mark Texel working on a review and update of the Conference Planning Guide. Others involved are Martha Katz-Hyman and Pete Watson. They are looking for past conference chairs and committee members comments. Comments should be sent to Mark by January 2008. Beckett is looking for a traditional site for the 2011, our 40th anniversary. Other years might consider using a conference facility. Sessions need to be described as training and professional development so that

managers will be encouraged to send staff. Beckett will remain as the Future Sites chair. Anyone with suggestions should contact him.

NOMINATING COMMITTEE. Henbest is the chair of the Nominating Committee. Other committee members are Bob Benz, Carol Kennis, Kyle Bagnall, and Willie Balderson. A list of potential candidates was compiled and some calls have been made. Three members have indicated a willingness to run. Others have not been approached yet so the slate is not complete. The ballot will also contain candidates for a nominating committee. LeCount will appoint 2 tellers to count the ballots for the 2008 election. The secretary/treasurer position will also be on the 2008 ballot. Belluscio moved that we accept the names of the 3 candidates that have agreed to run and the secretary/treasurer. Further candidates will be approved by e-mail. Kelleher seconded. Motion passed.

MANUAL OF PROCEDURES. Lopez, Belluscio, Powell and Henbest will work to identify what is inconsistent or missing in light of the new bylaws. Henbest will send the present version electronically to the

board and a revised version should be presented at the June 2008 board meeting. Eventually the new version will be on the website. Comments should be sent to Lopez by the end of January 2008.

AUDIT. Sheridan will gather board members at a spring regional to review 2007 activity.

AUCTION. The committee will face new challenges in a Canadian venue.

ARCHIVES. Belluscio is working on her presidential papers. Kelleher will accept the papers but an archivist needs to review them for inclusion in the Old Sturbridge Village archives.

MEMORIBILIA. Belluscio reported that 2 banners from Santa Fe have been added to the collection.

FELLOWSHIPS & AWARDS. Schultz passed out a revised nomination form for the Schlebecker Award that we are to review before the meeting tomorrow. The Fellowship Committee will use the same form for selecting 2008 recipients. Corson and Becker are on the Fellowship Committee and Belluscio and Hayes are on the Schlebecker Award Committee.

SPAM. Lopez reviewed the packet of handouts he has prepared for regional membership people and reps. It includes tools such as form letters, brochure, how to make contact and stressing ALHFAM's commitment to ongoing education and the sense of community among the current membership. We discussed future outreach by participating in sessions at other conferences where ALHFAM is currently little known.

ADMINISTRATIVE COMMITTEE REPORTS.

PIG COMMITTEES. LeCount reported that FPIP will be holding a retreat at Williamsburg in January. Myers Brown is working on a military session for AASLH. LeCount said he had received reports from most of the committees.

PUBLICATIONS. Katz-Hyman's written report was reviewed and the committee's requests on 6 action items were discussed. The policy that only members can list jobs available on the member's only section of the website was retained. Permission was given to set up a web editorial team. Sheridan will check the institutional links on the regional page to make sure they are active and current and send info to the webmaster. On-line registrations for annual conferences should go through the website to drive traffic to the site. Kelleher moved that up to \$200.00 be spent on photo software. Henbest seconded. Motion passed. The Publications committee will set up a sub-committee to investigate e-commerce and report on costs. Matt Miller will be added to the website committee. Watson will look into a way to make the Replica Resource List more user friendly on the website. Watson moved that the webmaster's monthly allowance for website updates be increased to \$50.00. Beckett seconded. Motion passed.

CORN. Henbest sent out a set of questions to the regional reps. Some indicated that their biggest challenge was the size of the region. All mentioned membership as a major concern. Schultz said he would like to know as soon as possible which regions plan to sponsor fellowships. There is a term limit schedule in place to change reps. Regions may vote on replacements at their regional meeting to choose a new rep or retain the current person if they have not reached their term limit. Kelleher moved acceptance of the Ad Hoc and Administrative Committee reports. Powell seconded. Motion passed.

OLD BUSINESS

BYLAWS. Henbest reported that the new bylaws were approved by a vote of 310 to 5. He reviewed for the Board a few provisions of the new bylaws that reflect changes in our operating procedures.

OPEN AIR MUSEUMS BOOK. The 180 books have been received. Ten were damaged in shipping and the invoice has been adjusted to compensate for the loss. The price has been set at \$60.00 per copy + \$4.00 for envelope and postage. They are now available from the Publications Clearing House and will be advertised on the alf-1 and website.

NEW BUSINESS.

DISASTER PLAN. Lopez asked what plans had been made to preserve the integrity of our membership lists and financial records in case of disaster. T. Sheridan said he would prepare a backup plan by the end of the year.

INTERNATIONAL FELLOWSHIP. Sheridan moved that Jan Vaessen, director of the Netherlands Open Air Museum be invited to attend the 2008 Annual Meeting in Ottawa as our international fellow. Belluscio seconded and Powell supported the motion. Motion passed.

AUCTION UPDATE. Watson shared details of the online auction to being held in online now. The 2007 online auction is being sponsored by the Mid Atlantic Region and the profit will be split between the region

and corporate after expenses are deducted. Bidders would be limited to ALHFAM members. Members can share their entry password with friends to increase the number of bidders. Watson hopes to have 500 items donated. The donor also donates the shipping to the winning bidder. There is a link from the website.

VISION & PURPOSE STATEMENT. LeCount will encourage member participation from the beginning of the process. The alf-l can also be a means of gathering the views of members. A board retreat that deals only with the topic of vision and purpose is under consideration. After information is gathered, a committee of members, past presidents and board members will undertake the task of writing the statement. Finally, it will be submitted to the membership. LeCount anticipates this process may take two years. Henbest said information could be on the member's only section of the website and that one of the most important starting points would be to agree on definitions for terms. Belluscio noted that any changes would have to be submitted to the State of Maryland where ALHFAM is incorporated. LeCount will stress why this process is beginning and why it is crucial to future growth. He wants answers to the question "why is ALHFAM valuable to its members?" and "what do we want ALHFAM to become?"

MEMORIALS. In recent months several ALHFAM members have passed away and there was some indication that people would like to donate to a fund to memorialize them in some manner. Following a long discussion, Henbest moved that the board create a Memorial Fellowship-Fund with \$5,000.00 from the treasury, to be managed like an endowment fund. When this fund reaches \$10,000.00, the interest will be used to send an additional person(s) to the annual meeting. A list of the memorial donors and the persons being remembered will be printed annually in the Bulletin. Schultz seconded. Motion passed. Members that indicated on the alf-l that they would like to send a donation in memory of George Chapman can choose to send it to the new fund, designate it for a one time annual meeting fellowship, or designate it for a New England regional fellowship. All donations will be sent to the treasurer for investment or redirection. LeCount will prepare a letter for publication on the alf-l to announce the fund and other possible ways to designate donations.

AASLH. Belluscio announced that AASLH is meeting in Rochester, NY in 2008. She suggested that ALHFAM sponsor a session on Ag History/Living History. LeCount and Klingender will follow up and arrange the session.

FARM WORKSHOPS. Schultz, Watson, and Corson are working out the details of a training program called- the ALHFAM Historic Farmer's School. These workshops will encompass a variety of topics related to agricultural programming at museums. Potential topics include: livestock care- feeding, practice; crop cultivation methods; farm management, veterinary topics, agricultural interpretation, and others. The training site will vary. Top professionals in the area of training will provide instruction. The kickoff training program is proposed for this spring 2008 at Howell Living History Farm in New Jersey with the theme being: *Working Livestock in a Museum Setting.*

This brought about a discussion of other possible workshops from other Professional Interest Groups and whether institutional support would be available. Other groups would need to come to the board with proposals and budgets.

2008 BUDGET. The proposed budget was slightly revised and Belluscio moved its acceptance. Henbest seconded. Motion passed. The 2008 budget will be printed in the winter Bulletin.

ANNOUNCEMENTS

The board will meet late afternoon June 19, 2008 at a site to be announced by the Annual Meeting planners. Belluscio moved for adjournment at 4:05. Kelleher seconded. Motion passed.

Respectfully submitted,

Judith M. Sheridan, Secretary