

Edenton Historical Commission

Executive Committee Meeting

March 23, 2010

Minutes

The Executive Committee of the Edenton Historical Commission met Tuesday, March 23, 2010 at 8:00 a.m. in the Barker House, Edenton, NC. Those in attendance were Chairman Jerry Climer, Vice-Chairman Libby Pope, Treasurer Frank Palm, Secretary Anne Rowe, Commissioners Bob Quinn, Nancy Winslow, Ben Wood and Earl Willis. Guests included: Claudia Deviney, Director of the Northeast Regional Office of Preservation NC and Commission Executive Director, Becky Winslow.

Chairman Climer called for a motion to approve the March 9, 2010 minutes. Bob Quinn moved, "To accept the March 9, 2010, minutes as presented." Frank Palm seconded the motion, which was adopted unanimously.

Treasurer Frank Palm stated that for efficient sharing of financial information he would present a monthly Profit and Loss and a month-end Balance Sheet; stressing that our focus should be on how much money we are generating and how we are spending it. He also presented the proposed 2010 budget. After discussion and agreeing to merge the Capital Campaign account into the Friends Campaign account, Frank Palm made a motion "To adopt the 2010 Budget with the account modifications described". Nancy Winslow seconded the motion and the motion was adopted unanimously.

The Executive Committee agreed to the purchase of an economical (\pm \$600.00) and more efficient copier that would reduce staff time copying and collating. Because such an expense is within the adopted Budget, no Motion was required.

Because of cost, the Executive Committee instructed the Executive Director not to purchase Barker House personalized, four-color peanut can wrapper-labels at approximately \$.50 each and instructed her to instead purchase two different lid label designs: 500 for a special "Cycle NC" lid label and 1000 for a "Peanuts for the Barker House" lid label. The approximate cost quote for the circle labels was \$100 for 500 or \$130 for 1000. No motion was required.

The Executive Committee encouraged the Executive Director to proceed with the design presented for the Cycle NC banner to promote brick sales and requested that a brick be inscribed as a marketing tool to have on display during this event. No motion was required.

The Executive Committee authorized the Executive Director to hire John Downum, Albemarle Painters, to wash and mildew treat the House at a cost of \$350. No motion was required.

Frank Palm reported that he had contacted Kendal Hill, the attorney in Governor Beverly Perdue's office, and requested an adjustment to comply with the Governor's Order #34, requiring a 75% attendance record for Commission members. Hill indicated that for commissions that only meet twice a year, compliance would be measured over a two-year period. Frank is to write a letter to the Governor confirming this understanding. A copy of his letter will be kept on file. Based on feedback from Commissioners, the Executive Committee previously adopted a proposed amendment to the By-Laws to increase the number of meetings annually from two to four. The Commission will decide on which option to follow at its April 22nd semi-annual meeting.

There being further business, the meeting adjourned at 9:30 a.m.

Submitted by

Anne Rowe,
Secretary