

Waterbury Historical Society Board Meeting

December 21, 2021

Present: Cheryl Casey, Anne Imhoff, Jan Gendreau, Jill Chase, Betty Jones, LeeAnne Viens and Grace Sweet

Copies to: Paul Willard, Bill Woodruff, Jim Walton, Sandy Hough and Skip Flanders

Minutes of the October 19 meeting: Moved to accept by Anne, 2nd by Jan, approved. No notes were taken of the November 16th meeting with Kay Schlueter.

Treasurer's Report: Paul was absent. 230 members. Total of accounts: \$195,062.69

Program: Betty – Skip Flanders is to be the new chair of the Program Committee. The program for January 26 will be on Don Fields and the Pony Boys. Thirty-five folks attended Howard Coffin's program on October 27. April – TBD. July Picnic – maybe the Army Band

Don Fields violin: Jan and Skip took Don Fields violin to Barton to have it appraised by Thurman Knight. It was repaired in 1946 by Arthur Chamberlain, but not made by him. It is not valuable in a monetary sense, so it can be displayed.

Steve Van Esen, long time member and former WHS Board member died this morning.

Deaccessioning: Jan and Jill Things to consider

- 1) What's in your collection?
- 2) What are you heavy in?
- 3) What do people ask about? LeAnne reports – Photos and CCC
- 4) Record keeping is important
- 5) Procedures for future catalogers – suggested reading: Angela Kip "Managing Previously Unmanaged Collections"
- 6) Consider the story your collection is telling.

*In 2017 the select board approved Collection Policy and Guidelines with the assumption that we had an archivist which we did for a while, but do not have at present. **An archivist is needed.***

LeAnne is office staff – answering questions, Sandy Hough is the Cataloger. Sandy's computer needs to be replaced. The Security Camera needs attention. Keys need to be gathered. Extras can be stored in the town vault.

Anne and Jan have cataloged the two storage units. Jill will ask Kay to send an inventory form. The office needs to be cleaned out and inventoried. Jan and Anne will meet at the office on Wednesday, Jan. 5 at 9:00 to begin the process. If newspapers are on-line and indexed, do we need to save our copies of them? Lots of duplicates. We should not accept items if we already have one (or more) Derby Ball bats for example.

Prioritize what goes into Past Perfect. A paper trail is necessary for accessioning and deaccessioning. Next meeting: Jan. 18 at 4:30 Notes by Grace Sweet
Ezra Butler's house has been sold. Farrar's Addition is not yet on historic village register.