

PORT ST. LUCIE HISTORICAL SOCIETY, INC.
In – Person at Linda’s Too Cafe and Virtual Meeting via Zoom
Minutes – December 1, 2020
This meeting was held in place of the November Meeting.

Meeting called to order by Chair Christensen at 4:10 PM. Pledge led by Christensen.

Present in person: Jack Kelly, Christine Williams, Paula Lewis, Patricia Christensen, Dennis Grabhorn, Linda Bagley. On Zoom – Maria Bordonaro and Terissa Aronson.

Absent:

Other attendees (In Person or Zoom): Mary Dodge, Richard McAfoos, Dr. Deery and Wade Wilnow.

Establishment of Quorum

Additions or deletions to the Agenda: Chair wanted to add item D. to New Business for discussion of Board Membership.

Consent Agenda:

Meeting Minutes for the regular meeting October 27, 2020.

Treasurer’s Reports for October and November 2020.

Motion to approve the Consent Agenda was made by Linda Bagley, seconded by Paula Lewis, motion passed unanimously.

Old Business:

Report on Historic Houses- Chair Christensen reported that she had conversations with Jennifer Davis and Brad Keen regarding the Historic Houses and any changes. There is going to be a meeting with the staff and engineers which the paver project will be discussed.

Brick Paver Fundraiser - Vice Chair Grabhorn reported that they are waiting for brick samples and a contract. Chair Christensen said that C & T will have a final plan for the pavers soon.

Committee Reports:

Treasurer Comments- Treasurer Williams no report.

Membership –Chair Bagley will work with Chair Christensen to get invoices sent out for dues.

Gatherings – Board member Bordonaro reported that Santa Lucia was set to host the Holiday Gathering. We will see if we have more RSVPs come in after another reminder is sent. If we don’t get 20 which is the breakeven point, we will cancel. Chair Christensen to report to Board via email.

Events -

- a. **River Night:** Chair Christensen asked for volunteers. Paula Lewis volunteered to attend with Chair Christensen. The boxes will be at the Shell Bazaar to be picked up for set up. January 14 – Linda Bagley and Dennis Grabhorn volunteered. Chair Christensen will also attend.
Botanica: Dates February 13 and 14 – need volunteers.
Arts in the Garden: Dates Jan. 2 and 3. Christine Williams and Dennis Grabhorn will work both days.
- b. **Communications –** Mary Dodge
 - a. Website – Status Quo
 - b. Social Media – Promoting the Gathering, memberships and Holiday Packages.
 - c. Newsletter – Status Quo

- d. Archiving - Chair Dodge: - Chair Dodge reported that she has not started yet but will consider going in soon.
- e. Videos/Oral Histories – Vice President Grabhorn: Status Quo

New Business:

- A. **Policies Approval:** Chair Christensen reported that she has been doing research on other Historical Society's who have museums. Most non- profits also have Code of Ethics and Conflict of Interest policies as part of their organizations. She presented three documents; Records and Transparency, Code of Ethics and Conflict of Interest Policies. She discussed each one with the Board. There was brief discussion before voting on each item.

Records and Transparency - Motion to approve made by J. Kelly, seconded by L. Bagley, motion passed unanimously.

Code of Ethics – Motion to approve made by C. Williams, seconded by L. Bagley, motion passed unanimously.

Conflict of Interest: - Motion to approve made by D. Grabhorn, seconded by C. Williams, motion passed unanimously.

- B. **Organizational Policies and Procedures:** Chair Christensen asked if everyone had a chance to review the Policies and Procedures prior to the meeting. There was a brief discussion. She explained that there were two areas that are left for future discussion, regarding the Executive Committee and the Future Fundraising. These items will be addressed in the coming months. Motion made by L. Bagley to approve, seconded by D. Grabhorn, motion passed unanimously.

As part of the discussion of the Policies, dues were discussed since the categories of membership had been proposed to reduce and the amount charged. It was recommended that the dues for individual remain at \$20, Family increase to \$30, Corporate would have two levels depending on the number of employees. (\$50 and \$100). Motion to change the levels and dues was made by L. Bagley, seconded by D. Grabhorn, motion passed unanimously.

- C. **2021 Budget** - Treasurer Williams spoke about the budget proposal. It has been modified and updated to reflect the coming year with projected expenses of the museum. Board member Aronson and Chair Christensen also contributed to the formation of the budget. Chair Christensen mentioned it was formulated using the new QuickBooks software, so it will be easier moving forward using the new laptop and software. Motion to approve budget made by L. Bagley, seconded by C. Williams motion approved unanimously.
- D. **Board Membership:** Chair Christensen explained of the need to increase the Board Membership from 9 to 11. If the change is approved, it would be effective in January 2021, during the annual meeting. There was a brief discussion. Motion to approve made by C. Williams, seconded by L. Bagley. Motion passed unanimously.

Board Member Comments: None

Members to be Heard: None.

Adjournment: Motion to adjourn by L. Bagley, seconded by C. Williams. Adjourned at 5:20PM

Respectfully submitted,
Terissa Aronson
12/18/2020