

MINUTES OF BOARD OF DIRECTORS MEETING
December 9, 1993

CALL TO ORDER A regular meeting of the Board of Directors was held on Thursday, December 9, 1993 at the ACGS Library. President Pauline Cusson presided. The meeting was called to order at 6:30 pm.

ROLL CALL All Board members were present.

MOTION Larry Autotte made a motion to dispense with the regular business of the Society to dedicate our time to the purchase of the building at 4 Elm Street. Al Hamel seconded. Motion carried.

Pauline reported that she and Gerry Lalonde and Gerry Nash had been working on the progress of the purchase and have set up a closing date with Landmark Title on December 16, 1993 at 4:30 p.m. The title company needs a copy of the motion to purchase the building and also a motion giving the President the authority to sign at the closing.

MOTION Larry Autotte made a motion giving Pauline Cusson, President, authority to sign the documents at the closing of the building at 4 Elm Street. Julie Smith seconded. Motion carried.

A title search was done on the building by Landmark Title previously and they issued a binder so that the Purchase & Sales Agreement could be signed. They will do another official title search which should only be for the last 8 months.

Larry Autotte reported the gas company has informed Gerry Nash that they will bring the gas line into the building at no charge. They are awaiting our closing before they can begin work. It is hoped that they will be able to install the line before they stop work for the winter. It will depend on the weather and when the city stops digging.

Gerry Lalonde talked with our insurance agent and is in the process of obtaining construction insurance coverage during the renovation. He recommended a \$1,000,000. policy on the building. We can insure it for what it cost the Society or for replacement value. He suggested we go for replacement value. The insurance would also cover the parking lot.

We need to make arrangements to have the parking lot plowed in case it snows. We have the responsibility of keeping it clear.

MINUTES OF BOARD OF DIRECTORS MEETING
December 9, 1993

A regular meeting of the Board of Directors was held on Thursday, December 9, 1993 at the ACCS Library. President Pauline Cronson presided. The meeting was called to order at 6:30 pm.

CALL TO ORDER

All Board members were present.

ROLL CALL

Larry Autotte made a motion to disperse with the regular business of the Society to dedicate our time to the purchase of the building at 4 Elm Street. Al Hamel seconded. Motion carried.

MOTION

Pauline reported that she and Gerry Labonde and Gerry Nash had been working on the progress of the purchase and have set up a closing date with Landmark Title on December 10, 1993 at 4:30 pm. The title company needs a copy of the motion to purchase the building and also a motion giving the President the authority to sign at the closing.

Larry Autotte made a motion giving Pauline Cronson, President authority to sign the documents at the closing of the building at 4 Elm Street. John Smith seconded. Motion carried.

MOTION

A title search was done on the building by Landmark Title previously and they issued a binder so that the Purchase & Sales Agreement could be signed. They will do another official title search which should only be for the last 3 months.

Larry Autotte reported the gas company has informed Gerry Nash that they will bring the gas line into the building at no charge. They are waiting on closing before they can begin work. It is hoped that they will be able to install the line before they stop work for the winter. It will depend on the weather and when the city stops digging.

Gerry Labonde talked with our insurance agent and is in the process of obtaining construction insurance coverage during the renovation. He recommended a \$1,000,000 policy on the building. We can insure it for what it cost the Society or for replacement value. He suggested we go for replacement value. The insurance would also cover the parking lot.

We need to make arrangements to have the parking lot plowed in case it snows. We have the responsibility of keeping it clear.

We are going to do a quick mailing to the membership to inform them of the purchase of the building. It was decided to wait until January to request pledges rather than put a request in the mailer.

Gerry Lalonde attended a seminar on fund raising in Woodstock, Vt. Gerry felt the first phase of our fund raising should be to contact the membership. Pauline stressed that we need to be committed, for the next few weeks or possibly a few months, to possible weekly meetings until we can get things going. After we hear from the membership we will have a better picture of the intensity of our fund raising outside the society. Pauline suggested contacting the Franco - French origin businessmen/women in the city or state if necessary. This would not be our only emphasis but would be a big part of our effort.

We need to raise at least \$150,000. to do the renovations, including a new roof, gas conversion and interior cosmetics. Possible rewiring will be necessary especially if we use window air conditioners for the summer. We will need this amount to cover the borrowed line of credit of \$75,000 and replenish the treasury to where we were before the building purchase. This will be necessary if we are going to continue buying books, etc.

We have secured a line of credit for \$75,000. and will draw from this as needed to pay for the renovations etc. We will only pay interest on the amount we use keeping the costs down. We have used our own cash to purchase the building.

Pauline Cote talked with Bob LeRoy and he wanted information to approach the Bean Foundation before they meet in January.

Lucille Lagasse offered to sponsor a benefit dance. She has had past experience and feels she could raise money for the Society at no cost to the Society.

Al discussed the commitment of the Board to the fund raising. Al & Connie Hamel, Gerry Lalonde, Roger Lawrence, Bob Maurier, Larry Autotte, Pauline Cusson and Julie Smith pledged \$1,000 each for the fund raising. Al feels the Board needs to show the membership that we are willing to "put our money where our mouth is".

Pauline has scheduled a meeting with Pat McGee of Porter McGee Company. They are a public relations company in Manchester. The purpose of the meeting is to discuss how to improve our identity in the community and fund raising methods.

We are going to do a quick mailing to the membership to inform them of the purchase of the building. It was decided to wait until January to request pledges rather than put a request in the matter.

Geny Lalonde attended a seminar on fund raising in Woodstock, VT. Geny felt the first phase of our fund raising should be to contact the membership. Pauline assessed that we need to be committed for the next few weeks or possibly a few months, to possible weekly meetings until we can get things going. After we hear from the membership we will have a better picture of the intensity of our fund raising outside the society. Pauline suggested contacting the Franco - French origin businessmen/women in the city to make it necessary. This would not be our only emphasis but would be a big part of our effort.

We need to raise at least \$150,000. to do the renovations, including a new roof, gas conversion and interior cosmetics. Possible renting will be necessary especially if we use window air conditioners for the summer. We will need this amount to cover the borrowed line of credit of \$75,000 and replenish the treasury to where we were before the building purchase. This will be necessary if we are going to continue buying books, etc.

We have secured a line of credit for \$75,000, and will draw from this as needed to pay for the renovations etc. We will only pay interest on the amount we use keeping the costs down. We have used our own cash to purchase the building.

Pauline Cole talked with Bob Lacey and he wanted information to approach the Beam Foundation before they meet in January.

Ludie Lasse offered to sponsor a benefit dance. She has had past experience and feels she could raise money for the Society at no cost to the Society.

AI discussed the commitment of the Board to the fund raising. AI & Connie Hamel, Geny Lalonde, Roger Lawrence, Bob Manton, Larry Antonio, Pauline Casson and Julie Smith pledged \$1,000 each for the fund raising. AI feels the Board needs to show the membership that we are willing to "put our money where our mouth is."

Pauline has scheduled a meeting with Pat McGeer of Porter McGee Company. They are a public relations company in Manchester. The purpose of the meeting is to discuss how to improve our identity in the community and fund raising methods.

The vacant directors position has not been filled and Al Hamel suggested we approach Gerry Nash about taking this position. Because of the amount of work he has been doing on behalf of the Society, this would give him more authority.

Al also recommended we establish our tax exempt status as soon as possible.

After reviewing the recommendations Gerry made the committees were set up as follows:

STEERING COMMITTEE:

Chaired by President Pauline Cusson (exofficio member of all committees)
V. President Larry Autotte (exofficio member of all committees)
Secretary - Judy Arseneault (exofficio member of all committees)

Chairperson - Publicity Committee - Al Hamel
Chairperson - Donor Prospecting Committee - Lucille Lagasse
Chairperson - Recruiting & Training Committee - Gerry Lalonde
Chairperson - Renovation & Layout Committee - Roger Lawrence, Connie Hamel, (Gerry Nash ?).

Pauline had a call from Dick Fortin offering to help but he does not want to be on a committee. She also felt that Anne Marie Perreault would be willing to help with the layout and designing the trifold. Julie Smith volunteered to write thank you notes for all donations.

Connie reported she would like to talk with the State Librarian about the possibility of getting a state consultant to give her some ideas for setting up the new library.

Lucille's son is a partner in Ryder and has offered to move us on any Saturday or Sunday we choose. They would provide the trucks and she reported the Optimists Club or Boy Scouts would be willing to do the move. Further discussion will follow on this subject.

Discussion on which floor we would occupy followed. The second floor is not wheel chair accessible. Gerry Nash is going to get prices on putting in a chair lift. Al suggested we consider a full chair rail up to the third floor if the price was reasonable. We discussed the pros and cons of occupying both floors. At the conclusion an opinion vote was taken. The majority felt we should occupy the second floor. Pauline suggested we wait until we heard from Gerry Nash before making a final decision.

The vacant directors position has not been filled and Al Hanel suggested we approach Gerry Nash about taking this position because of the amount of work he has been doing on behalf of the Society, this would give him more authority.

Al also recommended we establish our tax exempt status as soon as possible.

After reviewing the recommendations Gerry made the committee was set up as follows:

STEERING COMMITTEE:

- Chaired by President Pauline Gannon (ex-officio member of all committees)
- V. President Larry Adams (ex-officio member of all committees)
- Secretary - Judy Arsenault (ex-officio member of all committees)

- Chairperson - Publicity Committee - Al Hanel
- Chairperson - Honor Proceeding Committee - Lucille LaGasse
- Chairperson - Recruiting & Training Committee - Gerry LaGade
- Chairperson - Renovation & Layout Committee - Roger Lawrence, Connie

Hanel, (Gerry Nash?)

Pauline had a call from Dick Fortin offering to help but he does not want to be on a committee. She also felt that Anne Marie Fortin would be willing to help with the layout and designing the exhibit. This Smith volunteered to write thank you notes for all donations.

Connie reported she would like to talk with the State Librarian about the possibility of getting a state consultant to give her some ideas for setting up the new library.

Lucille's son is a partner in Ryder and has offered to move us on any Saturday or Sunday we choose. They would provide the trucks and she reported the Optimists Club or Boy Scouts would be willing to do the move. Further discussion will follow on this subject.

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Pauline said Gerry Nash had gotten quotes for using the heating system that was in the building. The furnace that is there can be used to heat the water for steam and fired with gas. She was not sure if it would be 4 burners or one. If we stayed with oil, we would have to remove the underground tank.

The meeting adjourned at 9:00 pm.

The next meeting will be January 13, 1994.

Respectfully submitted,



Judith A Arseneault
Recording Secretary

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The meeting adjourned at 9:00 pm.

The next meeting will be January 13, 1994.

Respectfully submitted,

Judith A. Aronson
Recording Secretary

AMERICAN ORNAMENTAL GENEOLOGICAL SOCIETY
 BOARD MEETING MINUTES - DECEMBER 9, 1993

POLL CALL - P = PRESENT E = EXCUSED R = ABSENT

NAME	GOT	
PAUL STANLEY	P	P
ROBERT PARSONS	P	P
ROBERT WALTER	P	P
RONALD HARRIS	P	P
J. PAUL LAWSON	P	P
ROBERT LAMAR	P	P
PAUL MC COTE	P	P
GERRY LANGE	P	P
JULIE SMITH	P	P
JOHN HARRIS	P	P
LARRY BOUTTE	P	P
PAUL MC COTE	P	P