

**Danbury Museum and Historical Society Authority**  
**Meeting Minutes – August 3, 2013**

*In compliance with Connecticut General Statute § 1-225, these minutes are being provided for informational purposes and are subject to approval of the Danbury Museum & Historical Society Authority Board of Directors at its next regular meeting.*

In attendance were Joretta Kilcourse (President, FDMHSA), Anne Harrigan, Erika Askin, Barbara Rosseland, Brigid Guertin (Exec. Dir.), Mike Kallas, Paul Valeri, Geoff Herald and Levi Newsome (staff).

The meeting was called to order at 8:10am.

Welcome: President Bob Young was unable to attend the meeting, Erika Askin, as Vice President, ran the meeting in his absence. Erika welcomed all members and asked for everyone to review the minutes from both the June 2013 and July 2013 meetings. Paul Valeri, made the motion to accept both minutes as presented and Mike Kallas seconded, all were in favor and the minutes were accepted.

Financial Report: Brigid Guertin reported on finances. In March DMHSA had cut back on employees hours to help save some money to be able to keep operating and to end the year in the black. The Museum is holding steady but employee hours can't be expanded unless the Museums income levels go up by another \$2000 a month. Various fundraising options were discussed. It was agreed to hold a meeting in September, date and time to be decided, to plan for a major fundraising event for the 2013-2014FY. Brigid reported that the annual audit has begun. Discussion ensued about the annual audit.

Brigid Guertin spoke at length regarding the museums current events, speakers/lectures and upcoming fundraisers and urged to Board to continue forwarding the constant contact e-newsletter, sharing and liking the face book posts, re-tweeting the museum tweets and printing out the museum flyers from the website.

Old Business: Paul Valeri reported on the progress of the Ives House project. Geoff Herald asked about the progress of the children's FD and PD book project. Brigid discussed the difficulty of working on it due to the cut in hours.

No New Business

At 9:05am a motion was made by Anne Harrigan to adjourn, seconded by Barbara Rosseland, all were in favor, meeting adjourned.

Respectfully submitted,

Brigid Guertin

Executive Director

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