**White Mountains Interpretive Association**

**Board Meeting - August 29, 2016**

**Saco Ranger Station**

The meeting started at 5:30 pm with Bob Smith, Ken Rancourt, Carol Felice, Doug Somerville, Kathy Somerville and Tiffany Benna, FS (by phone) in attendance. Absent were Bruce Miller and Maxine Booth. Noted was Gary Gustafson’s recent resignation to take a new job.

**Minutes** from the July meeting were accepted on a motion by Doug Somerville and seconded by Ken Rancourt.

**Treasurer’s Report**

Ken Rancourt reported that we have a current balance in our bank account of $31,027.98, with an average balance of about $30,000. Ken recommended that we deep the account at approximately this amount to ensure that we don’t bounce checks.

Concerns were raised by Doug about payments made by our bookkeeper from the wrong accounts. One example cited was a payment to a volunteer at Brickett for mileage, yet incorrectly noted that it was for Lower Falls. It was decided to request a meeting with Rhonda by Bob, Doug and Ken to discuss a resolution to this problem.

Tiffany noted that she is still researching the reason for the discrepancy in the August deposit from the Campton store, which was $600 short.

A problem was noted of an overpayment to the Squam Lakes Science Center with an extra payment sent to them in error. Ken will contact them to see if a refund has been issued.

Ken Rancourt announced that he is retiring (again!) from the Observatory on Sept. 21st so can better address these issues after that date.

**Retail Meeting**

A retail meeting was held August 17th by Maxine, Doug and Bob at Saco. Doug presented a summary of the profit and margin analysis, noting that both our sales and our profits are up from 2015. The number of clothing items sold is very slightly down but our profit margin is up, and all other item categories have increased sales volume as well as profit.

The next forest-wide retail meeting has been scheduled for **September 7, 2016 at 9:30 am** at the Saco Ranger Station. Tiffany, employees from Campton and Andro as well as Doug, Bob and Maxine will attend.

Dolly Copp t-shirts have come in and all who have seen them think they look great. They are being shipped to the Andro store.

Doug noted that Mark at the Campton store had requested Excel to prepare reports. However, as the POS will generate all necessary reports, that software is not necessary. Doug emphasized the need for POS software training for all new employees at Campton and a training date in the fall will be scheduled.

**Membership Report**

Kathy Somerville reported that we have 9 more families renewing membership and 2 new memberships over the past few weeks.

**Video Development**

Kathy and Gary had started to develop a video advertisement for the WMIA which could be run on the monitors at the Saco Ranger Station. Kathy and Gary had met with Bob Bernhardt of Valley Vision to begin the project. We learned from Carol Felice that Bob had created a 30 minute program about the RC House. Kathy and Carol will contact Bob to learn about the possibility of creating an advertisement using the still photos we have combined with the older video and will continue to work on this project.

**Russell Colbath House Report**

There is no news or further information about the restoration work scheduled for the house.

The **Passaconaway** **Heritage Day** was deemed a great success with over 400 people attending. The publicity generated by Tom Eastman’s newspaper articles was great and it was decided that Kathy would send a thank you note to Tom. The Remick Museum presentation of children’s games and toys was very popular with families. There was some disappointment in the Civil War Encampment. There were few re-enactors and they stayed just for the day and didn’t camp overnight, there were no women in period costume, no mess tent, nor an infirmary as in past encampments. We paid extra for the forge, yet he set up in a corner behind the barn so was not very visible.

The Chocorua and Camp the Kanc t-shirts were very well received and the hats were popular with a suggestion to have a larger selection of hats next time. Doug prepared a summary of all sales that day which will be sent out to all board members.

**Brickett Place**

There have been 1800 visitors so far this year to the Brickett Place with many hikers stopping.

**Forest Service Report**

Tiffany Benna reported that there is a new District Ranger at the Pemi District.

**Boulder Loop Interpretive Trail**

The trail with interpretive stops has been completed and the brochure is being given to visitors. However, the kiosk is not finished and is blank. Bob expressed concern that the kiosk be finished before the heavy fall visitor traffic begins, and we would like to show a completed project to the Pequawket Foundation as they funded a grant for this project. Bob will check with Joe Phillips about a completion date.

**Next meetings:**

**October 7, 2016 at 9:30 am at the Saco Ranger Station**

**November 7, 2016 at 4:00 pm at the Saco Ranger Station**