**WMIA - Board of Directors meeting**

**April 8, 2016**

**Saco Ranger Station 9:30 a.m.**

In attendance: Bob Smith, President; Ken Rancourt, Treasurer; Gary Gustafson; Bruce Miller; Kathy Somerville; Doug Somerville; Joe Phillips , FS joining at 11:00. Kathy Somerville filled in as secretary. Absent: Maxine Booth, Tiffany Benna, Carol Felice

The meeting opened at 9:30 am and the minutes from the March meeting were approved unanimously.

**Treasurers Report**

Financial Report was given by Ken Rancourt. Presently there is $35,977.99 in our checking account. The POS software was installed and updated at all 3 retail sites by Rhonda Rosand of New Business Directions at a cost of $3,569.00. Recently the Campton store has been sending the deposit slips in encrypted format so Ken and the bookkeeper have been unable to read them. Ken will raise this at the Rangers meeting if it can’t be solved earlier. The annual meeting with the Rangers has been confirmed for **Friday, May 20th**, 9:30 am at the Saco Ranger Station.

**Retail Report**

A Retail meeting has been confirmed for **Friday, May 6th**, 2016 at 9:30 am at the Saco Ranger Station. Summer order items will be available for pick-up by FS for the other retail sites.

Board members proposed selling fleece vests at our retail sites, similar to the ones purchased for FS employees. The feedback about the vests and jackets was very positive, and some thought these would be a good summer/fall item. Gary will contact New England Embroidery about costs for micro fleece vests in royal blue as a trial based on the employees’ orders.

Some topics suggested for discussion at the Retail meeting in May are:

* Would it help to have a “Locals Only” sale at the Saco Ranger Station with ads in the Conway Sun?
* What is the status of the Mt. Washington t-shirt requested by Nick and Sally?
* What is the status of the Mt. Kearsarge North t-shirt design discussed earlier?
* How can we get the Campton deposit slips sent in a readable format?

**Membership Report**

Kathy Somerville reported that there was one membership renewal in the mail. There was some discussion about the preparation of a short 5 minute video advertising the WMIA and our efforts. Gary, Kathy and Joe will work on this over this summer gathering photos and video. Gary will be the lead on this with his connection with the videographer at Valley Vision. This will be shown on the monitors at the Saco Ranger Station and we hope that the local cable channel, Valley Vision, will also carry the commercial.

There was some discussion on methods to recruit new members to the WMIA. Many were in favor of a Board member giving a membership pitch at the Campground Programs. At the opening of the RC House we will spend some time over lunch reviewing the dates of the programs and planning a schedule for this. Kathy stated that the Spring Newsletter will be put out in early June and invited members to submit articles or topic ideas.

The Board also looked at polo shirts and discussed the idea of purchasing for each of the Board members a hunter green polo shirt with the WMIA logo and name embroidered on it. This would be worn by Board members when representing WMIA. Gary will contact New England Embroidery about purchasing these shirts.

**Russell-Colbath House Report**

Structural repairs on the House are in the plans, specs have been written and bids are in with the FS engineer. We will be informed when the repairs are to begin and to be completed. Until we have further information, the House opening will be **Saturday, May 21st** with Sunday, May 22nd as the rain date. If work is being done on the House, we will work on preparing and planting the garden on that day.

The ad for Volunteers has been prepared and Joe sent us a copy of the ad for our input. Everyone liked it and Doug will place the ad in the Conway Sun on the first week of May. Gary shared that he had met with a new History teacher at Kennett Middle School about the Interpreter position at the RC House. This is a paid position for 3 days per week under a cooperative agreement between the Forest Service and the WMIA. If this teacher has further interest, he will contact Joe to arrange an interview. If he is not interested, we will place an ad in the Conway Sun for the position.

Kathy described the plans for a laminated map of the garden and labels to help visitors. The funds for the preparation of the map are from a donation to the WMIA in the memory of Don West.

Details about the History Day at the RC Barn, scheduled for **August 27-28** and which will include the re-enactors, canon, and artisans, were shared by Joe Phillips. We received permission from the Forest Service to sell store items in the Barn during this event.

**Brickett Place Report**

Bob Smith confirmed that Jim Coogan, a resident of Chatham, has agreed to work at the Brickett Place this season. Jim will be a volunteer with a WMIA stipend. Bob and Ed prepared a job description and Brian will provide supervision.

The AMC/Cold River has donated $500 to WMIA for use at the Brickett Place. Bob Smith, WMIA and Ed Wright, FS have created an Operations Plan for the Brickett Place which was submitted to the Board for review. We will discuss the plan further at our next meeting.

**Forest Service Report**

Joe Phillips described the work done for the Boulder Loop Interpretive Trail, which will be in place for this season. The other interpretive panels are also in progress and will be in place for the season.

We discussed the joint WMIA/FS Ranger meeting to be held Friday May 20th, 9:30am at the Saco Ranger Station. Gary will put together an overview of our grants and contributions to the Brickett Place and RC House to present. We will also discuss training of seasonal employees on the POS system at the retail sites. Doug and Maxine will coordinate the training as last year.

**Meeting Schedule**

Retail Meeting: **May 6th, 9:30am** Saco Ranger Station

Meeting with Rangers**: Friday May 20th**, **9:30am** at Saco Ranger Station

Open Russell Colbath House **– Saturday, May 21st, 9:00 am.**

Next Board meeting: a short meeting on **May 21st** about noon over lunch at the RC House (rain date May 22)