

1814 Board

Meeting via ZOOM

Wednesday, November 3, 2021

4:10pm – 5:22pm

Board Members Present:

Sharon Bell	via zoom
Kristin Collins	in person
Tom Donahue	in person
Forrest Edwards	in person
Richard Frost	in person
Vicki Giroux	in person
Tim Horn	via zoom
Judy Lefebvre	in person
Charles Loscalzo	via zoom
Chris Ransom	in person
Mary Simmers	in person

Board Members Not Present:

Wendy Gilchrist
 Jim Guinness
 PJ Miller
 Lana Putnam

Welcome and Agenda

President, Tom Donahue called the meeting of the Board of Directors of 1814 Inc. to order at 4:10pm pm and welcomed everyone. He introduced the new board members: Sharon Bell and Kristin Collins and asked them to introduce themselves. Sharon is currently the President of the Kent Delord House, Registrar of the local DAR Chapter, VP Daughters of 1812, and a reenactor since 1983 with a specialty in historic clothing and dress. Kristin is educator for New York State Parks at Point Au Roche.

Tom moved to approve the agenda for the meeting.

Chris seconded.

There was no discussion.

All approved of the agenda.

Election of the Executive Board

Nominated to the Executive Board:

President	Tom Donahue
Co Vice Presidents	Vicki Giroux and Tim Horn
Treasurer	Forrest Edwards

Secretary Chris Ransom
Tom asked if there were any further nominations.
No further nominations were received.
Tom asked if there was further discussion.
There was no discussion.

Tom moved to approve the officers of the Board listed above.
Mary seconded.
There was no discussion
All approved the Officers of the Board.

Annual Report for 2021 – President’s Report (included with these minutes)

Tom passed out and presented his 2021 annual report. His report and his article for North Country Notes are included with these minutes. In summary, Tom reported that we provided a highly successful full-blown, 4-day 2021 Battle of Plattsburgh Commemoration. Tom thanked all the Board members, advisors, and volunteers who made the Commemoration successful. He also gave a special “thank you” to Linda Ward who was essential to the success of the Commemoration. Tom stressed the need to increase members of our Battle of Plattsburgh Committee and volunteers.

Annual Report for 2021 -Treasurer’s Report (included with these minutes)

Forrest presented the Treasurer’s report: 1814 Commemoration, Inc. Annual Treasurer’s Report, October 31, 2021, and 2020. The report compared 2020 to 2021, documented our profit and loss for the last year (November 2020 – October 2021) and included itemizations of all revenue and expenses from Nov 2022 through October 2021.

On October 31, 2021, the balance in our bank account was \$19,146.27

Our total assets are \$19,621.15

Total income was \$64,795.73

Expenses to put on the event in 2021 was \$31,437.17

Operations Expenses for the year November 2020-October 2021 was \$14,371.09

Forrest said that this year he will need to file a 990 EZ as our income was over \$50,000.

Chris moved to accept the 2021 Annual Report which includes the President’s Report and the Treasurer’s Report.

Judy seconded.

There was no further discussion.

All approved the 2021 Annual Report including the President's Report and the Treasurer's Report.

Meeting with the City of Plattsburgh

Vicki met with the mayor of City of Plattsburgh and Courtney Meisenheimer on November 3, 2021. The mayor approved that the 2022 Battle of Plattsburgh Commemoration be held September 8-September 11, 2022. Vicki said that the meeting was very positive and productive. Courtney will include the Battle of Plattsburgh Commemoration on her calendars and invited us to take part in other city events such as the Holiday Parade in December. Battle of Plattsburgh will have space to use in City Hall for displays. Courtney may be able to help us find groups to work on specific events, activities.

Grant

Forrest applied for a \$500. Rotary grant for equipment. The laptop can be used for zoom hybrid meetings. Microsoft Office Suite can be purchased to allow digital storage of Battle of Plattsburgh/1814 Commemoration files and records.

Quilt Raffle

Tom provided a sheet of information on the quilt raffle which is a fund raiser for both BOP and DAV (Disabled American Veterans). More volunteers are needed to sell tickets for the quilt. The quilt will be raffled on Veterans' Day in the mall around 4pm. Please contact Linda Ward if you can help.

Amazon Smiles

Tom mentioned that if we use Amazon Smiles and designate Battle of Plattsburgh when ordering items Battle of Plattsburgh would benefit.

Playbook/Manual

Mary reported on her progress with creating a Playbook/Manual for the Commemoration. The goal is to have a manual that would allow individuals and groups to take on activities that are part of the Commemoration. Mary will be meeting with Chris next week to work on this Playbook. Sharon has information which she can share. Sharon will be in contact with PJ Miller and Sam Williams about reenactments. Sharon will be sending out a "Save the Date" to reenactors. Tom mentioned to Sharon about stipends for the reenactors. Sharon will get information to Tom.

Thank You

Chris reported that when she becomes aware of a donation, sponsorship, etc. she sends a Thank You and a receipt. Chris will send out a table of donations which indicates who she has sent Thank Yous and receipts. Please take a look and if you know of any individual or group or organization that has not been thanked, please let her know.

New Business

Board Meeting Frequency

Motion

Chris Ransom moved to change the Section 8. Meetings of the Bylaws:

“Other regular meetings of the Board shall be held no less than four (4) times during the year, including the annual meeting...”

There was discussion about the frequency of meetings of this Board. Currently the frequency is six (6) regular meetings and an annual meeting. All present agreed that this requirement was more than was needed. Ideas on frequency ranged from one (1) meeting to a total of four (4) meetings per year.

Chris moved to change to the bylaws to:

“Other regular meetings of the Board shall be held no less than four (4) times during the year, including the annual meeting...”

Mary seconded the motion.

There was no further discussion.

All approved the motion.

Plans for 2022

Tom said that first order of business is to decide if we plan to hold a Commemoration in 2022.

Tom moved that we hold a Battle of Plattsburgh Commemoration in 2022.

Mary seconded.

No discussion.

All approved that we hold a Battle of Plattsburgh Commemoration in 2022.

Tom stated the next decision to make is to decide how long the event should be in 2022.

Discussion ensued as to what activities would/should be included in the Commemoration.

Rich believes that the History Talks should be part of the weekend Commemoration.

Kristin said that considering the Commemoration is a family event, the weekend is the part of the event which families with children would be most able to attend.

Judy stated that the Old Post Cemetery could be held a different time but should coincide with an historical event. Perhaps Memorial Day.

John Rock would be holding the Crab Island event on Sept 11.
Reenactors need a minimum of two days (Saturday and Sunday).

Motion:

After much discussion, the decision was made to plan tentatively for a four (4) day event to include a weekend the dates for 2022 to be: Thursday, Sept 8 through Sunday, Sept 11, 2022.

Judy moved that 1814 Commemoration Inc. tentatively plan for a four (4) day Battle of Plattsburgh Commemoration to be tentatively held Thursday, Sept 8 through Sunday, Sept 11, 2022.

Chris seconded.

There was no further discussion.

All approved.

Additional activities, events in addition to the Commemoration weekend (Sept 8- Sept 11, 2022) were discussed. These included separate events including the Old Post Cemetery and an event at Valcour Brewing Company.

Website Updates

Bruce Carlin videotaped the entire weekend. He is currently working on editing what he taped. Courtney offered to help clean up all web sites with information on the Battle of Plattsburgh Commemoration.

Marketing

Ideas for getting the word our include:

- Chamber of Commerce
- Adirondack Cultural Alliance
- Social Media

Board Meetings

Tom said the next meeting needs to be the Executive Committee of the Board to work on a budget for Nov 2021-October 2022.

Needs

Tom emphasized our need for more members of the Battle of Plattsburgh Committee and volunteers. Ideas included advertisements in the newspapers, social media, etc.

Adjournment

Vicki moved to adjourn the meeting.

Judy seconded.

All present approved.

Meeting adjourned at 5:22pm

Respectfully submitted:

Chris Ransom, Secretary

Attachments:

1. President's Report
2. Treasurer's Report
3. List of Reports on 2021 Commemoration
4. Quilt Raffle

Revised 11/8/2021

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