

1814 Board

Meeting via ZOOM

Wednesday, February 2, 2022

2:03pm – 4:12pm

Board Members Present:

Sharon Bell
Kristin Collins
Tom Donahue
Richard Frost
Wendy Gilchrist
Vicki Giroux
Tim Horn
Judy Lefebvre
Charles Loscalzo
Chris Ransom
Mary Simmers

Board Members Not Present:

Forrest Edwards
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 2:03pm and welcomed everyone.

Tom summarized the agenda for this meeting which includes:

- | | | |
|----------------------------|--|-----------|
| 1)Budget | Proposed for 2022
Vote on proposed budget | (sheet 1) |
| 2)Events | Possible for 2022 | (sheet 2) |
| 3)Committees & Assignments | | (sheet 3) |
| 4)Old Business | July 4 th parade participation | |
| 5)New Business | Grants
Meetings | |

Budget

The 2022 Budget Work Sheet was reviewed and discussed line by line. Most amounts listed (including the additional amounts listed in red) were considered appropriate.

Additions were made to:

Entertainment/Bands Music line	+\$5,000.
Fireworks line	+\$1,128.
Facilities	+\$2,000.
TOTAL	+\$8,128.

This was added to the \$79,200. in the proposed budget for a new total proposed budget of \$87,328.

Parade

Some bands in the parade also provide entertainment in addition to the parade. Vicki mentioned that bands need to be invited soon. Vicki will contact Kit Booth, especially regarding inviting the Navy Band. Check to see who is available and costs involved.

Entertainment

It was noted that different bands bring different crowds. Spending more money on a band with big drawing power will cost more but bring in more income for us if indoor and we use "buttons." Wendy Gilchrist is willing to work on period music. We could ask Skippy Dubrey if he would be willing to work on music. Chris will contact Nate Pultorak to see if he would like to work on music for BOP. Groups mentioned included Gibson Brothers, Bear Tracks, Woods Tea Company, Donna The Buffalo from Ithaca, NY (?), Adirondack Jazz Orchestra. We added another \$5,000. to the proposed budget.

Sound

We will hire a sound person to take care of all the sound needs of all the BOP events. Russell Fehr did the sound for us for 2021 BOP. He did a wonderful job and was very reasonable. The City also has a sound person they use. It would be prudent to get quotes from two to three companies.

Memorial Ceremonies

Mary Simmers is willing to be a point person for these ceremonies. Judy Lefebvre takes care of Old Post Cemetery and usually does not request funds from BOP but there are some small costs involved. Judy donated the costs of printing. It would not be more than \$100. Vicki mentioned that in the past there were some small fees.

History Talks

Rich Frost is willing to take care of the history talks but would like suggestions. Each talk is usually 35 minutes long. In 2021 he gave each speaker a book, valued at about \$20. with a "Thank You." Wendy Gilchrist suggested music and dance of the period. Mary Simmers

suggested history talks around naval battles particularly about Macdonough's strategies and tactics and a talk on boat building from Craig Russell and/or Chris Booth.

Children's Old Time Village Fair

Kristin Collins is willing to take this on. She will be in contact with Linda Ward.

Fireworks

The cost quoted last year was \$7,500. but the company reduced their cost for us. We will budget for \$7,500. for 2022.

Special Groups like Rotary

Tom Donahue is planning to meet with Rotary and other groups. Noon Rotary has provided essential labor for the parade. Chris Ransom suggested contacting all appropriate service groups to see how they might like to be involved.

Raffles

If we plan to do raffles, we need someone and a committee to handle raffles. Judy Lefebvre suggested always including a 50-50 raffle as a 50-50 raffle is an easy way to make some money. We need to avoid having competing raffles during the same time.

Souvenirs

Programs, buttons, and souvenirs are included in this category. Program of events vs. magazine were discussed. Mary Simmers will talk with Sally Booth and Vicki Giroux. Mary mentioned that Tim Horn's son at Colgate does something with programs. There are a number of companies that might do programs including The Sun, Studley's, Northeast Printing. We could ask for quotes from a variety of companies. Mary Simmers said that Gary Vancour might have ideas on souvenirs to sell.

Facilities

The Strand – Tom Donahue and Vicki Giroux will set up a meeting to discuss BOP.

Volunteers

Tim Horn will continue to work on this. Tim will contact Diane Kwart. Using a tent for the Information Booth was a positive change.

Reenactors & Kent Delord House Museum

Sharon Bell suggested that they need between \$3,550. and \$5,000. She will work with PJ Miller, Samantha Williams, and Marta at Kent Delord.

Boats	6@\$350. each = \$2,100.
Artillery	2@\$225. each = \$450.
Demonstrators	10@\$50. Each = \$500.
Other expenses	
<u>or over number</u>	<u>= \$500.</u>

TOTAL = \$3,350.

Costumes

Tom Donahue will check on the costumes that were stored in the City Storage on the “Base.” Sharon Bell said some costumes had been dropped off at the North Country Coop. They are now at Kent Delord House. Sharon would like to have them moved to our storage area. Sharon Bell can do a costume workshop.

Israel Green’s Tavern

We need someone to take this on. Years ago, Hill and Hollow and Irises organized in the City parking lot in the past. One location in 2022 might be under a tent behind Koffee Kat. Vicki said the City might help recruiting someone for this event.

Hospitality – Special Guests

Sometimes this was sponsored by the City. We suggested a budget of \$250. If sponsored.

Theatre – Play

Rich Frost suggested considering for 2023. Last time he put on his play, he received a grant of \$5,000. + \$1,000. from BOP. He will begin looking for grants now. We should decide if we want to do in 2023 by summer 2022.

Museums - Coordination

Sharon Bell suggested we contact Geri Favreau who is on ACCA (Adirondack Coast Cultural Association).

Window Displays, Advertising

We can do displays in the mall, in the Government Building. Charles L. works with Emily M. at the mall. We need volunteers to do the displays.

Special Events

These could include an event at Valcour Brewing, Tall Ships, etc. They are not feasible unless they are sponsored.

Theme for BOP 2022

Mary Simmers suggested that we consider a Theme for 2022 BOP. She suggested Naval. Rich Frost suggested Welcome Back the Canadians. Vicki suggested that both can be worked into the parade.

Vote on Proposed 2022 Budget

Board members number fifteen (15). Eleven (11) Board members were present, so we had a quorum.

Chris moved to accept the proposed total budget of **\$87,328**.

Judy seconded.

There was no further discussion.

Those present voted in favor.

BOP Events (Sheet 2)

Coordinators	Exec Team (Tom, Tim, Vicki, Chris)	
Parade	Vicki G.	Diane Kwarta might help with parade.
Entertainment	Wendy G.	Wendy would work with Nate P. Chris will email Nate Pultorak. Vicki G. said she will talk with Kit Booth about contacting the Navy Band.
Sound	RFP	
Shape Notes	Wendy G.	
Macomb Ball	Wendy G.	
Kids Games	Stan & Chris R	
Memorial C.	Mary S.	Mary will be point person for Tim H., Judy L., Gary
History Talks	Rich F.	Charles L is willing to work with Rich F.
Child. Village	Kristen C.	
Fireworks	Tom D.	
Food T & V	Tom D.	
Special Groups		Tom may meet with groups like Rotary. Courtney Meisenheimer from the City will help. Vicki might help. If we do, need someone? Judy L. suggests 50-50 raffles
Raffles		
Souvenirs	Tim H.	
Volunteers	Tim H.	Tim will ask Diane Kwarta. Involve the Boy Scouts. Contact Jim Guinness and Mark Sands.
Tents & Fac	Tom D.	RFP - include handicapped accessible port a potties
Poster Contest	Linda W.	Teachers' Association
Buttons	Tim H.	
Reenactors	Sharon Bell	PJ M. & Samantha W. & Marta may help?
Kent Delord	Sharon B	PJ M. & Samantha W. & Marta may help?
Crab Island	John Rock	
Costumes		Tom will see where costumes are now located. Sharon Bell may do a costume workshop.
Israel Green's		
Fire Truck Pull	Mary S.	
Cannon Ball R	Mary S.	
Hospitality-Spec G	Vicki G.	
Chateau Ramazey	Linda W.	
Theater play	Rich Frost	for 2023
Museums Coord		contact Geri Favreau (ACCA)

Windows Display

Charles might work with Emily M. in mall? Vicki suggested bringing up at meeting with The Strand

Special Events

Committee and Assignments from 2021 (Sheet 3)

We did not have time to work on Committee and Assignments for 2022. Tom Donahue asked all Board members to let him know what they wish to work on.

Chris Ransom will contact Steve McDonald to see if he is interested in working on BOP.

Tom Donahue said that McKenzie Delisle is still willing to help us even though she has moved to Maine.

Mary Simmer and Tim Horn are willing to work on Marketing and Media.

1)Executive Committee: Tom Donahue, Vicki Giroux, Tim Horn, Chris Ransom

2)Finance: Forrest Edwards

3)Marketing & Media: Tim Horn, Mary Simmers, McKenzie Delisle

4)Development

Members: Tim Horn, Forrest Edwards, Lana Putnam

Advisors: Kit Booth, Gary Vancour

5)Building & Grounds (Inventory) Chris Ransom

6)BOP Commemoration: all Board members and Advisors

7)Other:

Website: Tom Donahue, Linda Ward, Bruce Carlin

Public/Community: Lana Putnam, Rich Frost

Advertising:

BOP Subcommittees

Ceremonies: Mary Simmers, Tim Horn, Judy Lefebvre

History & Education: Charles Loscalzo, Rich Frost, Mary Simmers, Lana Putnam

Advisor: Anastasia Pratt

Volunteers: Tim Horn, Diane Kwart, Jim Guinness, Richard Daly

Parade: Vicki Giroux

Entertainment: Wendy Gilchrist

July 4th Parade Participation

Tom Donahue said that City said we could participate in the parade on the 4th of July. Let Tom know if you are interested. Tom will check with Tom LeMar about the Saratoga replica. July 4th will be on a Monday.

Board Minutes

Tom Donahue mentioned that Chris Ransom will be emailing the Board past minutes that have not been approved. They were reviewed and corrected but they need a vote to approve.

Fund Raisers

We could do a fund raiser in the Spring. Vicki Giroux will contact local restaurants like Texas Roadhouse, Chic Fil A, Mainely Lobster about eat out fund raisers for BOP.

Tom will check with Forrest Edwards to see if BOP has received any funds through Amazon Smiles.

Grants

Tom Donahue said that they applied for an Adirondack Foundation grant of \$10,000.

Grants to apply for include:

McDonald's

Stewart's

Pomeroy

Chapel Hill

Other grant possibilities:

STEM

Send Tom any grant ideas you have.

Meetings:

Chris Ransom will see if the Government Center has the community Room available for us on the first Wednesday of each month, around 3pm. Tom will send Chris the contact information.

Abbreviations:

BOP = Battle of Plattsburgh

Adjournment:

Mary Simmers moved to adjourn.

Vicki Giroux seconded.

All present approved.

Meeting adjourned **4:12pm**

Respectfully submitted:

Chris Ransom, Secretary

Revised Feb 2, 2022

C:\Battle Of Plattsburgh\Meetings\Board Minutes\2022 February 2 Board Minutes.docx