



Zechariah Boodey Farmstead Committee Meeting Minutes Town of New Durham NH

Approved
as presented
5/5/2021
CEO

April 21, 2021

Present: Cathy Orlowicz, Scott Drummey, Crissa Evans, Sherry Cullimore, Tatiana Michelizza, guest, Shawn Perry.
Excused absence, Fran Frye.

The meeting convened at 7pm in the Community room of the New Durham Fire Station. All Covid preventative measures were followed: 6 feet apart, masks worn, and tables and chairs disinfected, before and after use. Set-up of room returned to how it was found, and doors locked after meeting adjourned.

Cathy put together and distributed a copy of Guidelines for Public Comment during ND ZBF Committee Meetings". This guideline will be followed should any member of the public join us. This would help visitors understand what is happening during the meeting and what topics will be discussed.

Shawn Perry, Shawn Perry Preservation Carpentry, came to us with his preliminary condition report of the timbers that were saved from the Boodey House, and their assessment done in summer of 2019. He stated that his report was 95% complete. He stated he will need to add a glossary of terms as an explanation for people who do not know about timber frames; a conclusion; any notes that were made as well as a general tidying up of the final report; a detail of the "Poor Man's Crown"; drawing of the beveled edge joint; drawing of the English tying joint; and the inclusion of the sketch-up drawings. These will be sent to the committee to be reviewed before final presentation. Our edits must be done and returned to Cathy by April 30th. We were urged to put a critical eye on all the drawings. All our input must be with Shawn by May 17th, 2021.

Shawn brought his hand drawings of the assembled timber frame structure of the Boodey House, i.e., the beams, joists, purlins, etc. The drawing showed a partial placement of the pertinent timbers, leaving out some so that the viewer would not get lost in all the timber works while looking at it! He spent some time explaining/describing the various beams, joists, and joints to us. The final draft will be emailed to the chair to distribute to the committee for review.

Shawn's overall cost is approximately \$4,200; by consensus we would consider paying him \$3,000 for work completed to date as soon as he sends us his invoice. Cathy will process the invoice, for the committee to act at its next meeting. The balance will be due when the complete report is done and approved by the committee.

Cathy talked to Betsey McNamara, of Full Circle Consulting recently, regarding steps for planning serious fund raising and capital campaigns. Betsey was recommended by Preservation Alliance. Betsey provided feedback, website links for informative articles regarding fundraising, a quiz to use as a tool to evaluate the organizations readiness to take on a fundraiser and a list of resources we should look at. Lots of resources readily available from their New Hampshire Center for Non-profits on their website. We were urged to read them. Cathy asked the committee members to complete the quiz, 'Are You Ready for a Capital Campaign?' and return it to her. She will summarize the results for discussion at the next meeting. Betsey commended the committee for the state of readiness. She assured us we are going about this in the correct steps and approaches. She said, "we are in good shape and farther along than most groups she talks with." Betsey referred Alan Cantor, of Alan Cantor Consultant. He was impressed with our accomplishments; however, he is not available at this time. Cathy will contact Ellen Philips, the Meetinghouse representative, to share this information learn thus far.

Discussion was had on fund raising/capital campaigns, etc. Tatiana said she could walk Cathy through setting up a website for the Zechariah Boodey Farmstead; people would be able to donate through this and we could update it when necessary, to keep our news /information current.



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Crissa moved to approve the minutes of March 25, 2021 as amended, Scott seconded the motion, the vote was 5-0-0 to approve.

Cathy said that the financial statement was the same as last months.

She is still in communication with Celeste on her plans for New Durham Day, the Rec Dept. is trying to plan for in June.

Crissa went over the progress on the cookbook. Crissa and Sherry are working on this and Tatiana has agreed to be editor in chief. The committee went over the news release. Some additions were suggested and will be added. Discussion was had on the mockup Crissa had put together, which included type of cover, chapters, suggested pictures, suggested price to sell and to have it printed.

Next meeting of the ZBH committee is on May 5, 2021 at 6pm in the Community Room at the Fire Station. Please be prepared to discuss the draft copy of the assessment report.

Scott made a motion to adjourn the meeting and Sherry seconded it, all approved 5-0-0. The meeting was adjourned at 10:15 pm.

Sherry Cullimore, Scribe