



Zechariah Boodey Farmstead Committee Meeting Minutes Town of New Durham NH

*Approved as
written
10/7/2021*

September 23, 2021

Present: Cathy Orlowicz, Crissa Evans, Fran Frye, Sherry Cullimore and Scott Drummey. Excused absences: Tatiana Michelizza. Guest: Ellen Philips

The meeting commenced at 6:30pm in the New Durham Town Hall.

Crissa moved to approve the minutes of July 22, 2021, as presented. Fran seconded the motion. Cathy and Scott abstained from the vote; they were not present during the meeting. Vote was 3-0-2 in favor.

Scott made a motion to approve the minutes of the September 9, 2021, as amended. Crissa seconded the motion. Fran and Sherry abstained from the vote; they were not present during the meeting. Vote was 3-0-2 in favor.

Ellen expressed her desire to become a member of this committee. She has been attending our meetings for a few months now. She has applied to the Meetinghouse Restoration Committee for membership. Once that process has been completed by the Board of Selectmen, she would like to submit an application for membership to our project and committee. She feels her formal background in education and her willingness to volunteer for the necessary tasks for the project will be a benefit. She asked if there were any concerns about her being members for both committees. All members expressed they had no problems. The Chair shared her concern as to how challenging it may be to handle prioritizing the work loads between the two projects. Ellen said she felt being on both committees would be helpful. Ellen was advised the different levels of membership available for the committee, full membership, or associate membership.

Ellen did share the Meetinghouse Committee would like to do a joint fundraising with us next year. As part of the 260th birthday celebration for the incorporation of New Durham, the Town Historian will be mounting an exhibition featuring objects from the town's collection. She will need bodies to help with set up, during the opening and take down. Maybe the two committees could fill those needs. A fee or suggested donation will be asked for, and those funds could be divided between the two historic preservation projects.

There is no change in our financial situations. We have received a very generous donation of \$2,000.00 from an anonymous donor. So far this year we have received \$6,220 in donations. There was some discussion for fundraising and educating the public.

There is no change in the final timber frame report status. Shawn was sent a get-well note. He is targeting October for delivery of the final report.

The Chair shared about a training workshop hosted by NH Center for Non-Profits titled "How to Fundraise for Better Results". The presenters are the two fundraising consultants contacted earlier this year when we were seeking a consultant. The event is October 27, from 8:30 to 12:00 at 84 Silk Farm Road in Concord NH. The Chair is interested in going and asked if anyone else would be. The cost is \$125.00 per person. The fee would be charged to the 2021 Boodey Operating Budget, line item 4589-50-330 Contracted Services. This training is germane with the intent of the original budget request. Crissa said she would like to attend. **Scott moved to authorize the expense of \$250.00 for 2 Boodey Farmstead board members to attend a training session, "How to Fundraise for Better Results", hosted by the NH Center for Non-Profits on Oct. 27. The expense to come out of line item # 4589-50-330 listed in the 2021 Operating Budget for Boodey Farmstead Contracted Services. Sherry seconded the motion. Vote was 5-0-0 in favor.**



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Boodey Farmstead committee members feel that this training/opportunity (How to Fundraise for Better Results) offered by the NH Center for Non-Profits would be beneficial to the members of the Meetinghouse Restoration Committee. This opportunity is in keeping with the 2021 budget presentation for Contracted Services line item #4589-50-330 and therefore we invite the members of the Meetinghouse Restoration Committee to apply. The expense to attend this workshop would be covered by the Contracted Services line item #4589-50-330. The cost is \$125 per person. **By consensus the Boodey Farmstead Committee support the offer of this opportunity to the Meetinghouse Restoration Committee.** Cathy will send an email to the chair of the Meetinghouse Restoration Committee and copy Ellen, to inform them of this opportunity.

Update on Fundraising Projects:

Cookbook update: Crissa reported that the cookbook final draft order was submitted September 10th. It takes about two weeks for the printed draft to be returned for review. Crissa will send out a notification when she is contacted, for members to review this printed draft copy. Turn around time is short. Once the printers received approval for the printed draft it will be 20 to 25 before we receive our order. The printers do an automatic over-run while printing, approximately 50 books. This over-run will be used to replace any mishaps that occur while publishing the book. We will receive any of the remaining over-run balance, at no cost. As agreed to, we have ordered 500 cookbooks. Discussion turned to developing where can we sell them. Suggested selling spots include Annual Holiday Fair, Spring Activities, Library, local restaurants that have supported our fundraising efforts, Site Celebration, Annual Home Show sponsored by the Rotary, 260th Celebration for the Town, outside the post office, general store, and recycling center. Ellen said she would ask about the possibility at the Meetinghouse when they are open on Saturdays. Plans to be finalized at a later date.

Cathy distributed the final draft for the annual campaign letter, which was update with the suggested changes from the prior meeting. We will purchase the voter check list. There was some discussion about who to mail the letters to. The recent fundraising training hosted by NH Preservation Alliance, the presenter Betsey McNamara said annual campaigns letters should be mailed to those you know, for best outcomes. We have agreed to have 250 letters printed, being mindful of the weight for the paper. Current postage rates will cost us about \$145 to mail these. The next edition for the Boodey Chronicle is mostly completed. Waiting for two stories. Cathy provided drafts for two articles written, for the committee to review and bring edits and suggestion forward at the next meeting. We have agreed to have published 500 copies of the newsletter. We will mail 250 out with the campaign letters. Approximate cost would be \$390. We are targeting the end of October for mailing out the letter. The Chair asked the members to develop a list of 50 names of those we know, for mailing out the letters, and sent to Cathy ASAP.

Planning for fundraising for 2022: We would like to host our annual Site Celebration and maybe add another element, a pig roast! We would host this July 16th, 2022, at the future site. This would be in collaboration with celebrating the 260th birthday celebration for the Town of New Durham. We felt it was best to host our event on a different day than New Durham Day, to allow everyone to participate in all the activities planned for this special year of celebration. It was felt the community should have many opportunities to celebrate during the good weather months. For our event we need to develop a list of vendors and activities we would like to see at our special day!!! Do we rent a tent and floor, and would we charge vendors for space?

Scott has completed the construction for the framing, using timber framing techniques, for the new kiosk for the Boodey site. He needs to transport it to install it on the Boodey site. He will let us know the logistics so we can help him. Targeting October 9-10. We will host a dedication of the sign with a picture for the paper.



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Reminder of schedules for presenting the 2022 Operating Budget request. To the Board of Selectmen Sept. 28 at 6:00pm and to the Budget Committee October 20th at 7:00pm. Members are encouraged to attend.

Members were asked to complete and submit their responses to the Survey of our understanding. Crissa has provided her results.

Cathy attended a fundraising training session hosted by NH Preservation Alliance. She shared the following: most donations (95%) come from donor advised funds; 95/5 rule is 95% of your individual donor revenue will come from 5% of those donors. Learn about your donor cycle. She shared the following stats regarding 2020 Contributions by source of contributions: 69% from individuals, 19% from foundations, 9% from bequests and 4% from corporations. Stats for 2020 Contributions by type of recipient organization, only 4% given toward Arts, Culture, and Humanities. Need to know and understand Rosso's Concentric Circle. Helpful hints were provided to aide with developing your talk and presentation made to donors, during this time of pandemic. Cathy will develop handouts from her notes to give to the members.

No other business was brought before the members. The next meeting is scheduled for October 7th at 6:30 pm in the Town Hall.

Scott made a motion to adjourn at 9:28pm, seconded by Sherry. Vote was in favor 5-0-0.

Sherry Cullimore, Scribe
Additions: Catherine Orlowicz