



**President's Report \* BCA House Tour & Interview  
Andrea Gilmore of Building Conservation Association  
Director's Meeting May 25, 2011**

Andrea Gilmore of BCA toured the House late in the afternoon with a number of directors. She noted the condition of the premises but shares our opinion that the House deserves preservation, there being minimal alteration to its substance. She met afterward at our West Manomet facility with directors. A quorum being present for discussion and vote, this report is offered:

BCA is an historic analysis, survey and preservation firm. They employ no registered architects. They examine structures for period and type construction, determine materials and methodologies used, and advise as to accurate restoration. The directors noted that BCA opinion as to extent of restoration would establish what liberties might be taken, in light of grants dependent upon accurate restoration, balanced by our necessity for adaptive reuse. Directors also noted that schematic options to graphically manifest operation of their observations and assist us in choosing a balance between preservation and practicality would be useful. Gilmore opined that architectural talent at BCA should be sufficient for schematic development, and that the firm would like to submit a proposal for services. She noted the size, type and style of our House were typical of their subjects.

Discussion moved onto chipping at the green, Patrick Howard expected to acquire a machine, then assent from ME Parker to arrange removal of the two refrigerators from the House.

Given Cooper's pending move, discussion ensued on filling the position. Mary Ellen Parker willing and of sufficient experience and expertise, a motion was made by Green, second by Pierson, to temporarily appoint ME Parker business agent, subject to vote of the general membership, voted.

On discussion of House insurance, motion by Shain, second by Green, to authorize expenditure of about \$1500 for insurance, voted.

On discussion of spending protocol, motion by Shain that all checks require validation by second signatory (Pierson), anything over \$250 board approval by directors and

anything over \$5000 by the general membership, said protocol to be ratified by the general membership, voted.

Discussion turned to the proposed fund raiser fishing tournament. After consideration of funds on hand, needed, front money necessary, sustaining expense income and revenue potential, all supported by instantaneous Shain Excel analysis , motion by JR Parker to sponsor the tournament up to an entire investment of \$3,000, second by Pierson, voted, subject to ratification by the general membership.

The time late and Swedish meatballs consumed, adjournment by consensus and necessity.

### **Annotation:**

Subsequent events required email vote to temporarily appoint ME Parker Treasurer and Director for the purpose of transferring accounts and signatory authority, conducted by the President on language by Shain, voted. Also within discussion at the May 25<sup>th</sup> meeting was the necessity of accounting software purchase. On justified presumption of necessity officers exercised executive decision, Shain purchased QuickBooks for Non-Profits at an excellent price on-line, premium discount utilized, and has since been reimbursed by the Treasurer.

Also discussed at the May 25<sup>th</sup> meeting was site for our upcoming yard, tag and plant sale. The consensus reflected that if a comfort level for necessary arrangements to reasonably use our own green; including insurance, parking indemnification, requirements to assure safety of participants parking in the Manomet Plaza parking lot and crossing the street, stumping and clearing could not be achieved in a week or so, then we should contact St. Bonaventura Church regarding use of their hay field on State Road. It was also discussed about the need to submit a PC application online with the state for the purpose of solicitation. This is a logical extension of the 990-filing, but it is still not clear if fund-raising efforts can begin before this application is filed. After some contemplation, insurance was found to be obtainable utilizing bid award stating "deed is being processed" as evidence of ownership interest in lieu of deed; attorney Angley has confirmed the indemnification appropriate; the site has been chipped and the stumps are tentatively scheduled to vacate the premises June 18 and 19. These events conspire toward the comfort necessary to conduct the fund raiser at 29 Manomet Point Road. The President does not oppose any intention of the board, but feels we can swing this tag sale deal at our own place, of ideal location and enhanced project and brand exposure. Should anything go awry, we still possess sufficient time to acquire permission for an alternate site.