



Simes House Foundation
A Manomet Village Historical Landmark

MINUTES: Simes House Foundation 1st Annual Membership Meeting
Metro's Café, 775 State Road, Plymouth, MA 02360
September 15, 2011

Officers and Directors present: J. Randolph Parker, Jr., President; Will Shain, Vice President; Mary Ellen Parker, Treasurer; James Pierson, Secretary; Galen Green; Kevin Doyle; Tina Manter; Sandy King at 7:30 PM; Jeff Metcalf at 7:40 PM

- Meeting called to order at 7 PM
- At this time, President Parker called for a vote to prove of notification for the annual meeting; Jim Pierson made the motion, 2nd by Will Shain. The vote was unanimous.

Routine Business and Annual Reports

- President asked for waiver of the reading of the minutes for July 19th general meeting and a vote to accept. Kevin Doyle motioned; Galen Green 2nd; motion passed unanimously.
- **Secretary's report:** nothing to report
- **Treasurer's report:** As of September 14, 2011, revenues received for the previous year from memberships, various fundraisers, and the Mary Cerasuolo memorial donations were: \$14,892.52. After expenses, available funds in the checking account are: \$6,892.52. Documents showing graphs of revenues and expenses were made available to members both on line and in hand. Randy asked the Board of Directors for approval to e mail the Treasurer's documents to the General membership. An extensive in depth discussion of possible fund raising activities ensued including a suggestion by Diane Wetherbee that a box lunch on the Commons fundraiser be held.
- Grant writers are always needed as grants are where the greater funds are to be found.
- **Vice President's report:** Written and verbal report presented covering areas involving:
 - Grant Agreement
 - Historic Structures Report
 - Capital Needs & Building Committee
 - Funding Gap Analysis
 - Search for Talent
- **President's Report:** Verbal report covering high points and accomplishments of the SHFI first year of incorporation. Results of the 2010 Annual Fall Town meeting; the RFP; progress on conveyance of the property; the 2011 Spring Town meeting; fundraiser successes; and plans for continued transparency of organization operations.

- **Committee Reports:**

- **Capital needs:** Previously given by Will Shain
- **Grounds & Operations:** by Galen Green, verbal and written covering roof work, house clean out, tree and brush removal, and progress of RFP for new lawn area. Randy thanked Don Severy for his work in building a hatch cover.
- **Marketing:** by Kevin Doyle; verbal report covering membership; Simes wear; web site upgrades with KC Graphics, currently our new Webmaster; and development of a "Leave Behind" brochure

Annual Election Of Officers and Directors

- The President advised that all Officers terms are currently continuing in place until 2013. No vote required.
- The slate of current Directors has terms continuing from 2012-2014. Due to resignations and transfers, two vacancies exist as well as a Selectmen's appointment. Will pointed out that Kevin Doyle was previously elected to fill a one year term vacancy and he needs to be reelected in order to continue. Jeff Metcalf motioned, Mary Ellen 2nd to elect Kevin Doyle to a new term until 2014. Vote was unanimous. This leaves the two vacancies which Randy seeks to fill ASAP. Discussion as to possibly seeking candidates with certain talents. Jim Hoagland then volunteered for a Director's position. Kevin Doyle motioned, Jeff Metcalf 2nd to elect Jim Hoagland for term to expire in 2014. Vote passed unanimously with Jim Hoagland abstaining.
- As a housekeeping article, a vote was required to file a Certificate of Change of Directors or Officers and a restated Articles of Organization. Randy motioned, Will 2nd to file amended changes. This passed unanimously.
- Annual meeting date change, vote to revise bylaws was withdrawn.

OTHER BUSINESS

- Kevin Doyle brought up a request for funds to advertise for specific committee members. Discussion with no action taken.
- Discussion about funds for orange plastic fencing. SHFI has an account at Home Depot. This will be handled by Grounds & Operations.
- Will spoke about an offer of a piano for the Simes House. He offered to store it for the near future. Galen motioned, Sandy King 2nd to accept the piano. Motion passed with Mary Ellen Parker opposing.
- Don Severy asked about dues renewal. Mary Ellen spoke about update information program in Quick Books to track dues. Will summarized for the membership committee indicating that members with less than a year would renew as their memberships expire; all others by January 2012.
- Jeff Metcalf spoke about Simes House coffee mugs for the on line store site.
- Mary Ellen spoke about a lithograph of the Simes House for the on line store site.

Motion to adjourn by Jeff Metcalf; 2nd by Galen Green- so voted.

Submitted: October 18, 2011 by James Pierson, Secretary