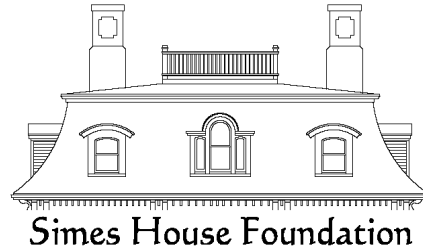


BOARD OF DIRECTORS MEETING SUMMARY
406 Billington Street, Plymouth
6:00 PM • WEDNESDAY • 09-04-2012



Meeting called to order 6:11pm by R. Parker.

Present: R. Parker, M. Parker, W. Shain, G. Green, ,
B. Shain, J. Hoagland, J. Metcalfe, T. Manter
Absent: J. Pierson , S. King, T. Gwilliam

- Christmas Ornament:
 - Discussion of cost (\$15.33 ea), profit, selling price, cash flow through Treasury, volunteer labor to get it all done.
 - Volunteers who offered to help include Jeff, Tina, Will, Barbara and Galen (and Leslie).
 - **Motion** by Randy: To order 150 “Charlie Brown” ornaments, to be sold at \$25.00 to include sales tax, shipping & handling. If purchased with a 2011 ornament, total selling price to be \$40.00. First by Randy and second by Jeff. Motion passed 7-1 with Mary Ellen in the negative.

- Treasurer's Report given verbally:
 - \$7,718.56 in checkbook with \$370 monthly insurance payment commitment.
 - Brought up matter that books must be reviewed “as proper” by a CPA for 1st time after first full year, going into second year. Estimate of \$2,500-3,000 for CPA review is “about right”.
 - Also, 2010 tax return/990 form was given extension in Dec-2010 until Nov-2011, then given a new extension with new due date of November 2012 (for 2010 Return). Cost of reviewing tax return is not known. What about 2011 tax return and when is it do?
 - Treasurer recommending that we order up audit immediately.
 - Tax “forms” for selling Simes House items including ornaments and Simes wear can’t be filed until the tax return is filed.
 - **Motion** by Randy: Recommendation given to approve that CPA (Heather Cozby) to complete tax return, audit books and coordinate state tax forms for selling items. Second by Jeff. Motion passed 7-0 with one abstention by Jim H.

- GO Team:
 - Barbara suggested need to organize a work party to clear the north side of the property in preparation for general contractor working on restoration.
 - Galen to coordinate detail.

- Tree Lighting:
 - Much footwork needed to plan all activities for possible tree lighting of “Charlie Brown” this year on Simes House property.
 - Need a committee to run event, coordinate lighting installation, refreshments, entertainment.
 - Use as a fund-raiser for ornaments and Simeswear.
 - Marketing to include news releases, “house under construction”, focus on Stop n’Shop in Manomet, and selling Simes goods.
 - Must approach Knights of Columbus (Mary Ellen) and Town of Plymouth (Randy).

- Annual Meeting planning:
 - Building Committee
 - HSR report: Will
 - Exterior Stabilization RFP update: Will
 - Preservation Restrictions update and conveyance of Lot 15: Randy
 - History: Barb to prepare a report on her research.
 - Grounds & Operations: Galen to prepare annual review.
 - Capital Needs & Grants:
 - MPPF Emergency Fund: Will
 - Update on CPC Grant: Randy
 - Membership & Marketing: vs. Last Year: Mary Ellen
 - Events & Volunteers: Mary Ellen
 - Officers Reports
 - Consideration of 4 Directors whose terms are ending including Galen, Jeff, Sandy and Tina.

- Meeting to adjourn made and passed at 8:50pm.

Submitted 10/07/2012 by W. Shain, Secretary.