

**ASSOCIATION FOR LIVING HISTORY, FARM & AGRICULTURAL MUSEUMS  
BOARD MEETING JUNE 12 & 13, 2013  
SPICER HALL CLASSROOM, AKRON UNIVERSITY, AKRON, OH  
HALE FARM & VILLAGE, BATH, OH**

PRESENT: Watson, Sheridan, Norwood, Friedman, Reckseidler, Birdsall, McCormack, Reid, Simon, Radcliffe and Henbest. INCOMING BOARD MEMBERS: Kelleher, Desaulniers, Herlihy, Glatfelter.

Watson called the ALHFAM board meeting to order at 5:49pm. Norwood was appointed timekeeper. Watson asked if there was any unfinished business from the monthly conference calls. There was none. Friedman moved that the agenda be accepted. McCormack seconded. Motion passed. We had a few minutes of introductions of the incoming board members and updates from the current board. Henbest moved the acceptance of the November minutes with 2 corrections under the paragraph of the Knowledge Base noting that the board viewed an “on screen” presentation and that Gretchen Kreisen had attended the “2012” annual meeting. Friedman seconded with the corrections. Motion passed. Sheridan reviewed the first quarter financial report that was sent to all board members early in April. Quarter income was \$15,247.13. Membership income was \$11,945.00. Online auction funds were disbursed to the regions and several checks were sent to fellowship recipients for their registration and lodging. A new credit card swiper through PayPal will be used for the first time at this year’s auction. Reckseidler moved that the treasurer’s report be filed for audit. Birdsall seconded. Motion passed.

**PIG Committees.** Watson reported that 9 of the 11 committees had sent reports. The committees need to share their resources with each other and the membership. A new chair needs to be found for GRUNTS. Norwood will ask for a volunteer at the business meeting. The new chair of HAT will be Kristyn Watts. NERDS chair Glatfelter said her committee would be glad to help the other PIGs. Desaulniers will try to narrow the focus of the PIE committee and complete a project in one year. McCormack moved the approval of the PIG reports, Norwood seconded. Motion passed.

Alicia-Covarrubias called in but the call was lost and she was not able to participate.

**ADMINISTRATIVE COMMITTEE**

**Archives.** Henbest reported that Molly Rae Brown, an intern, is now working on the ALHFAM archives at Old Sturbridge Village for the summer.

**Auction.** Sheridan reported that the committee was ready to set up the 2013 auction and a generous \$2,500.00 matching grant from Associated Foundations had been received.

**Audit Committee.** Simon said the books were in good order and contained good information.

**Finance Committee.** Radcliffe visited Ohio in May 2013 and reviewed the financial records. The 990 IRS tax return was presented to the board for review.

**COOP.** Reid attended the AAM Council of Affiliates meeting in Baltimore during AAM’s annual meeting. She prepared a very thorough response to the AAM request for information about ALHFAM. Closer ties will be sought with the International Museum Theater Alliance and the National Association of Interpreters. NAI should be on the AAM Council of Affiliates. The ALHFAM president or a board appointed representative can attend the Council of Affiliates for ALHFAM as our spokesperson.

**CORN Committee.** Reid asked that ALHFAM consider different options for regional treasuries, i.e. with electronic banking either consolidating regional funds, perhaps in an online bank with the regional representatives as co-signers on separate regional accounts but the accounts overseen by the ALHFAM treasurer or leave accounts at the same physical location in regions but change the signature cards to incorporate the new regional rep replacing the past rep and keeping the ALHFAM treasurer on the accounts. No consensus was reached. She urged board members to work closely with the rep and membership person in their region to help grow the regions and offer support. The fellowship amount for the 2014 annual meeting (basic registration plus a lodging allowance) should be set at the fall 2013 board meeting. A procedure for covering the fellowships including any currency exchange will also be set. At the regional meeting in Ste. Marie-among-the-Hurons, the region voted to be known as the Central Canada Region requested the board to confirm the change. Henbest made the motion to update the name. Radcliffe seconded. Motion carried. Regions will be encouraged to expand the descriptions of workshops and sessions on their regional programs so that those materials can become part of the Knowledge Base and searched by all the members by topic, speaker, etc. AAM collects their session handouts and makes them available online. It was urged that ALHFAM do the same thing.

**Fellowships/Awards.** Simon said there were 22 applications for fellowships. With the generous support of Associated Foundations, Inc., the board and the regions all were funded. One international fellowship was awarded to Cozette Griffin-Kremer from France and one registration was split between the 2012 Proceedings editor and the layout editor.

**Communications Committee.** Reckseidler reported that the publications were on schedule and the committee would meet during the conference. Our members are embracing social media. Glatfelter said the SE Region has its own Facebook page and it needs to have consistent features with the ALHFAM Facebook page. She also suggested that regional administrators be added to the social media team. NAI has a consistency policy on its website. Henbest urged the board to be very specific about any tasks it asks the regions to perform.

Beard joined us at 8:35pm via telephone. To bring him up to speed, Watson reviewed the agenda.

**Future Sites.** Birdsall updated us on future Annual Meetings-

2015 Williamsburg, VA Ron Carnegie said the committee has been reorganized. The dates will be June 19-25.

2016 Baton Rouge, LA David Floyd has been working with the convention and visitors bureau already about hotel space and busses.

2017 Springfield, IL The CVB has contacted Birdsall about having the conference there. No member site has indicated it would serve as host at this time.

**Membership.** Birdsall is working with many other committees because all of the membership work is interrelated with the other strategic planks. He is working with Reckseidler on social media policies. He is working with McCormack on a member survey. Bagnall's letter to new members in the Midwest is now on Facebook. He worked with Beard and Schulz on the mentoring program for the annual meeting so that first timers would have a personal contact. A follow up on that program is anticipated.

**Nominating Committee.** Reid said several potential board candidates for 2014 have been identified and she will turn the information over to the new vice president. She noted that nominations are sought from all members and that this is an open process to insure the most diverse pool of candidates. The official report from the 2013 election: Tom Kelleher, vice president; Debra Arenz, nominating committee; Marie-Sophie Desaulniers, Heidi Glatfelter, Barry Herlihy, board members. Thanks to Carrie Fellows, Edward Baker, Kay Cynova and Jason French for standing for the 2013 election.

Henbest moved the passage of the administrative committee reports. Beard seconded. Motion passed.

## **AD HOC COMMITTEES**

**2013 Conference.** Elmer Schultz said all of the proposals that were submitted were accepted and were workshops or sessions. That made for a very full conference schedule. He was also in contact with local history groups and they received conference programs. Sheridan was contacted by Early American Life magazine and they are going to cover some of the workshops and the day at Hale. Their footage should be available to ALHFAM for Facebook or other uses. The attendance numbers exceeded predictions and the committee is pleased with the turnout.

**2014 Conference.** Reckseidler said the theme for the conference at Heritage Park in Calgary would be "Innovators and Entrepreneurs - Risk taking in living history". The dates will be June 21-25, 2014. The host hotel has been chosen and a host airline that will offer fare discounts is being picked. The second tour day will visit a UNESCO site south of Calgary, visit a ranch and see a rodeo.

**2015 Conference.** Birdsall reconfirmed that Colonial Williamsburg has put in a bid for the 2015 annual meeting. Friedman moved that the annual meeting in 2015 be at Colonial Williamsburg. McCormack seconded. Motion passed.

## **UNFINISHED BUSINESS**

**Records Retention Plan.** Reid has prepared a plan that will be used by the intern at OSV this summer at the archives. They indicate what records should be kept and for how long. There will be past president's files, final reports from annual meetings and financial records. The policy was accepted during the May conference call. Henbest moved that the vote taken them be ratified. Radcliffe seconded. Motion passed.

**Procedural Guidelines.** Henbest presented the background on the update to the guidelines for the incoming board members. They are being constantly reviewed as the strategic plans moves along. Henbest presented new wording for the Communications Committee. There are many new ways to communicate now and a new committee structure was described. After lengthy discussion, a vote on the section was tabled until clearer descriptions and duties could be considered.

**Archives Intern.** Sheridan moved that the vote taken during a conference call to hire an intern for the summer of 2013 be ratified. Henbest seconded. Motion passed with one abstention.

**Knowledge Base Consultant.** McCormack moved that the vote taken during a conference call to pay for a registration, lodging and travel to the 2013 annual meeting for Matt Miller to present information on the Knowledge Base be ratified. Friedman seconded. Motion passed with one abstention.

The board recessed at 10:25 PM.

The board reconvened at 9:15 AM in the board room at Hale Farm & Village.

#### **NEW BUSINESS**

**Business Meeting Agenda.** Watson presented a draft agenda for the business meeting. The Farm PIG was added to the list of reports. The agenda will be printed and available at the meeting. Norwood will present a proposal for the new Trades PIG. He and Jonathan Hallman from Colonial Williamsburg will meet with potential members.

**Fall Board Meeting.** Watson will host the fall meeting at Howell Farm on Saturday, October 26 and Sunday, October 27.

**Monthly Conference Calls.** Reid will send out a poll to determine the time and date for calls. The first one will be in July.

**International Museum Theatre Alliance.** Beard sees the organization of museum theatre groups (IMTAL) as fertile ground for new members. They will meet in Washington, DC in October 2013.

**Cherry Valley Group Contract.** The contract was reviewed and Radcliffe moved that it be accepted. Birdsall seconded. Motion passed. Hayes is recommending a survey to see what features the membership would like to see on the website. He will also create an icon link to the website for the 'soon to be introduced' President's Blog. Visitors to the website that click on the member's only section that are not members would be shown the membership form. The homepage will be updated more often using Facebook pictures with permission.

**2014 Proceedings Registration Fee.** Reid moved that Cliff Jones receive the entire registration next year for the annual meeting. Radcliffe seconded. Motion passed.

**Knowledge Base Presentation.** Matt Miller demonstrated the ease with which it would be possible to search the knowledge base and the depth of the search capability. He will be available all week to share this information at the business meeting and with individuals.

#### **STRATEGIC PLAN**

Henbest led us through a thorough review of the Strategic Plan. The board was joined by Hayes, Boardman and Katz-Hyman. We met in small groups, reviewed the current planks, met as a whole and then came met again to revise the current vision in new directions. Reid has codified the new plan and it will be available on the website.

#### **UNFINISHED BUSINESS REVISITED.**

**Procedural Guidelines.** The wording for the Communications Committee section will include a communications coordinator definition. Henbest moved that revision. McCormack seconded. Henbest will provide new copy for board review. Motion passed.

The meeting adjourned at 5:22 pm.

Respectfully submitted,

Judith M Sheridan, Secretary

#### **Meeting with the MOMCC board on June 18, 5:00 PM in the carriage shed at Hale Farm.**

Present: Watson, Reid, Simon, Norwood, Kelleher, Beard, Herlihy, Desaulniers, Sheridan.

MOMCC president, Jon Kuester reviewed the West Virginia Compact for new members of the board. Based on reviews done by ALHFAM and MOMCC, wording is consistent and the compact is ready to be implemented fully. Beard moved for implementation, seconded by Kelleher. Motion passed. A similar motion made by MOMCC board members and also passed. Dues for individual members in both groups are now the same. Midwest members in both groups will receive ballots for elections and notice of meetings. Herlihy asked for clarification of review procedures. We adjourned at 5:30 PM.

Respectfully submitted

Judith M Sheridan, Secretary