

**MINUTES OF A MEETING OF THE BOARD**  
**THE ASSOCIATION FOR LIVING HISTORY, FARM & AGRICULTURAL MUSEUMS**  
**THE RESIDENCE HALL, THE UNIVERSITY OF OTTAWA, OTTAWA, CANADA**  
**JUNE 20, 2008**

Members present and a quorum: Charles LeCount, Lynne Belluscio, Judith Sheridan, Bruce Henbest, Ed Schultz, Manuel Lopez, Mike Beckett, Bob Powell, Franz Klingender, Tom Kelleher, Pete Watson, Karen Becker, Barbara Corson. Newly elected members: David Floyd, Debra Arenz, Carrie Fellows.

**Friday, June 20 2008** President Charles LeCount called the meeting to order at 5:05 PM in a meeting room on the 15<sup>th</sup> floor of the Residence Hall. A future board meeting is planned for Tuesday to discuss the 2009 Annual Meeting with Darlee Snyder, the Old Salem contact and any other business resulting from the Town Meeting. Board members made introductory remarks until 6:00 PM. A motion was made to approve the minutes of the 2008 West Virginia board meeting by Beckett, seconded by Powell. Motion passed. The minutes have been available on the website since e-mail approval in December. Sheridan reported that there was \$19,488.60 in the checking account at the start of the board meeting. This included the fellowship money from several regions. The first quarter financial report was issued and e-mailed in early April. A motion to file the treasurer's report for audit was made by Kelleher, seconded by Henbest. Motion passed. A backup disc of membership and financial information is being made quarterly and sent to Catherine Sheridan. Membership stands at 909 paid members. There are 384 basic members, 246 institution/library members and 124 supporting members. The rest of the categories are under 50 members each. The Southeast and Mid Atlantic regions each have over 200 members.

**ADMINISTRATIVE COMMITTEE REPORT.**

**PIG REPORTS.** Machinery- Klingender is responding to alf-1 queries on equipment conservation and research. Seeds- Beckett's committee is now doing a "plant of the month" on the website and answering questions about where to get seeds. Farm- Corson talked about the new School of the Farmer to be held at Howell Living History Farm from September 8-10 and the oxen workshop at Williamsburg in October. Some reports were e-mailed to the board prior to the meeting. FIPIN plans to meet at Mystic in 2010. Foodways is doing workshops. CPR is doing workshops. The GRUNTS are preparing a survey asking sites if they do military history. Schultz moved acceptance of the PIG Reports. Kelleher seconded. Motion passed.

**AD HOC COMMITTEE REPORTS.**

**2008 CONFERENCE.** Dondo-Tardiff reported that there are 215 registrants and 10 guests attending the conference. One hundred seventy two are full registrants and 43 are day registrants. The Canada Agriculture Museum hired Lorraine O'Byrne to process registrations.

**2009 CONFERENCE.** LeCount gave us an update on the 2009 Old Salem meeting. At present there is no conference chair. The program is being handled by Sarah Chapman and the local arrangements by Joyce Knabb. Conference dates are June 6-10, 2009. Board members nearby have been offering assistance. The hotel contract has been rigorously reviewed and revised by LeCount and Sheridan. Issues will be discussed at the Tuesday board meeting. It is imperative that a conference representative from Old Salem attend the Fall Board Meeting with a comprehensive budget and detailed information.

**2010 CONFERENCE.** Kelleher announced the dates for the 2010 Annual Meeting at Sturbridge Village. It will be from June 20-24. Colleges within 20 miles of Sturbridge are being considered for lodging.

**2011 CONFERENCE.** LeCount has been in contact with Philipsburg Manor about hosting. They are part of a larger group called Historic Hudson Valley. The Stone Barn Center for Food & Agriculture Center is also close by. No commitment has been received yet. Philipsburg Manor hosted the Mid-Atlantic Regional meeting 3 years ago.

**2012 CONFERENCE.** Susan Reckseidler at Heritage Park Historical Village in Calgary, Alberta has expressed interest in hosting this meeting. Some discussion took place about the impact, if any, of the bicentenary of the War of 1812 might have on the host, location and dates of 2012.

**FUTURE SITES & CONFERENCE SUPPORT.** LeCount has Mark Texel working on a review and update of the Conference Planning Guide. Sessions need to be described as training and professional

development so that managers will be encouraged to send staff. Beckett will remain as the Future Sites chair. Anyone with suggestions should contact him.

**FELLOWSHIPS & AWARDS.** Schultz announced the names of the 6 fellowship recipients. They are Cindy Colford and Peter Pacey from Canada, Tim Essig from Mid-Atlantic, Diana Bell-Kite and Ian Beard from Southeast and Amanda Crocker from Mountain Plains. Jan Vaessen received the international board sponsored fellowship. Since we were meeting in Canada, regional support funds were sent to the treasurer who will pay for the registrations and lodging. Fellowship recipients are to write an article for the Bulletin. This does not always happen. Discussion was held on options to this requirement. If the recipient is a presenter at the annual meeting and submits a paper for the Proceedings this would take care of the obligation. The committee will meet and report any proposed changes to the fellowship requirements on Tuesday. Dr. Jay Anderson will receive the Schlebecker Award this year.

**AUDIT.** Sheridan met with several board members including Nancy Webster, the new nominating committee member, at Pennsbury Manor during the Mid Atlantic regional meeting and reviewed the financial procedures and transactions for 2007.

**The meeting was suspended at 8:30 pm. The meeting resumed at 8:40 am.**

**NOMINATING COMMITTEE.** Henbest is the chair of the Nominating Committee. Other committee members were Bob Benz, Carol Kennis, Kyle Bagnall, and Willie Balderson. With the election of Nancy Webster, Carol Kennis leaves the nominating committee. The new board members are Carrie Fellows from Mid Atlantic, David Floyd from Southeast and Debra Arenz from Mountain Plains. In future years, following the ballot count, newly elected members and unsuccessful candidates will be notified promptly and the new board members will be announced on the website.

**CORN.** Henbest reviewed the reports that he received from the regional reps. Several regions have meetings planned for the fall. Watson hoped the online auction would be handled by another region this year but the Mid Atlantic region will do it for another year with the same terms if no other region is interested. The online auction is on a 3-year trial run. Sheridan moved that online auction profits be designated for the Memorial Fellowship Fund. Seconded by Kelleher. Motion passed with one nay vote.

**AUCTION.** The committee will check out the facility and set up the auction on Monday afternoon. Both currencies will be accepted at par and it will be possible to use credit cards.

**MEMORIBILIA.** Belluscio reported that the collection is being stored in archival boxes at her home.

**SPAM.** Lopez has packets of prepared letters to be used by regional reps and sent to potential members. The packets will be distributed to the reps at the CORN meeting. Powell presented a proposal to sponsor a contest for a video on YouTube. It would be 2 minutes in length and reflect ALHFAM activities. It would be another way to encourage membership. Henbest moved that the board sponsor the contest and that specific criteria be presented at the Tuesday board meeting. Corson seconded. Motion passed. Entries would be viewed and judged at the fall board meeting.

**MISSION STATEMENT.** LeCount presented the timeline for reviewing the present mission statement in his president's column in the Bulletin. He will review the process at the upcoming Town Meeting. The mission statement is part of our brand recognition. He expects the committee to be no more than seven people. We are prepared for this process and the necessary discussion to take some time, perhaps up to two years or even longer.

**ARCHIVES.** Kelleher reported that the archival materials at the Old Sturbridge Village archives are safe and dry.

#### **ADMINISTRATIVE COMMITTEE REPORTS.**

**PUBLICATIONS.** Katz-Hyman noted that the 2007 Proceedings came out on schedule and under budget and had been mailed prior to this meeting. Diane Gallinger and Cliff Jones will edit the 2008 edition.

**MANUAL OF PROCEDURES.** Lopez and Belluscio have been working on a rewrite that clarifies duties and responsibilities. It will be finished soon.

**We took a break for lunch.**

**CONFERENCE PLANNING GUIDE.** Texel has prepared a draft copy. Any corrections or additions should be sent to him. A copy needs to be sent to Susan Reckseidler in Calgary.

**COOP.** Belluscio attended AAM in Denver and went to the Affiliates meeting. She sees a change in AAM that is responding more to its members. AAM has a lobbyist that will take museum concerns to congress. AASLH is meeting in Rochester, NY in September and ALHFAM has a panel on the program. ALHFAM will have a table of literature on education day.

Schultz moved acceptance of the Ad Hoc and Administrative Committee reports. Kelleher seconded. Motion passed.

### **OLD BUSINESS**

**FARM WORKSHOP.** Watson reported that the workshop design was a team effort by himself, Corson, Schultz and Powell. It will be a 3-day immersion course for ALHFAM members to upgrade their agricultural and interpretation skills. Four persons will learn about 1900 tillage practices by plowing, harrowing. Each will plant one acre of wheat. Volunteers, horses and housing have been obtained. The cost for the course is set at \$300.00. After the crop is harvested it will be milled and the product donated to food pantries. When it is over, reviews of the program will be sent to other organization's newsletters in the hope that this will encourage new memberships. Other topics are being considered for future workshops in a 5 year rotation. The sessions must have information that will improve the museum visitor's experience besides training the workshop participant. Other ALHFAM committees such as CPR and machinery can add their expertise to future workshops. LeCount will monitor the progress of the committee.

**LIVING HISTORY BOOK.** Sheridan reported that 12 books have been sold since the first of the year. Dr. Reid has sent a list of potential places to advertise. Belluscio moved that \$300.00 be spent on book promotion. Klingender seconded. Motion passed.

### **NEW BUSINESS.**

**TRAVEL FUNDS.** LeCount noted that his travel funds of \$1,000.00 for 2008 have been spent and several regionals are coming up that he would like to attend. Since AASLH is going to be in Rochester, NY those funds will not be fully utilized. Belluscio did not use the entire AAM budget. Sheridan is attending AIMA in Serbia in September and will only use \$500.00 of that budgeted amount so travel funds for the president will be taken from those budgets. The board agreed.

### **RETURN TO ADMINISTRATIVE COMMITTEE REPORTS**

**PUBLICATIONS.** Blake Hayes and Katie Boardman joined the meeting to give an update on the Bulletin and the website. Andi Erbskorn is sending a message to each person that joins the alf-l with the rules for participating. This includes a reminder that job postings do not belong on the l. After discussion Belluscio moved that job openings be removed from the members only section of the website. Klingender seconded. Motion passed. Hayes still needs copy for the regions and committees for the website. It must come from the reps and committee chairs. An effort will be made to make the Business membership more attractive by adding links to business sites. The Replica Resource List is not current and will be kept as a member's pdf but in the age of google most products can be found by a search. Also the alf-l answers many product queries. Hayes has a quote for \$800.00 to set up a basic e-commerce platform with a shopping cart on the website that could be used to pay membership dues. Sheridan will look into the cost of using credit cards, transaction fees and what the bank needs to handle this type of fund transfer. Becker moved that Hayes and Sheridan work on parallel tracks to propose a basic e-commerce setup. Beckett seconded. Motion passed. Other possible providers of this type of service will also be investigated. When both areas have been investigated, the board will be informed via e-mail for discussion and a vote to proceed. We discussed a redesign of the website but it would be premature since the discussion of the mission statement may change the direction of our marketing and branding efforts.

Katz-Hyman discussed the indexing of the last 10+ years of the Bulletin. Boardman has scanned the substantive content and it could be included on the website as a PDF if it were indexed.

Hayes and Boardman were complimented on their great job as the Bulletin editors. Boardman said that more materials are always needed.

Lopez moved acceptance of the Publications

Committee report. Powell seconded. Motion passed.

**ANNOUNCEMENTS**

The board will meet again on Tuesday at Upper Canada Village to discuss the 2009 Annual Meeting. The board will meet late afternoon October 24, 2008 at Sauder Village in Archbold, OH. Belluscio moved for adjournment at 3:37 pm.

Respectfully submitted,

Judith M. Sheridan, Secretary

**MINUTES OF A MEETING OF THE BOARD  
UPPER CANADA VILLAGE, MORRISBURG, ON, CANADA  
JUNE 24, 2008**

Present: Klingender, Henbest, LeCount, Lopez, Beckett, Becker, Powell, Sheridan, Belluscio, Watson, Schultz. Incoming board members: Arenz, Fellows, Floyd. Guest: Darlee Snyder.

LeCount called the meeting to order at 3:30 pm.

**FELLOWSHIP CRITERIA.** Belluscio moved that fellowship applicants provide a minimum 500 word article for the Bulletin with their application. If the applicant plans to present at the Annual Meeting, a presentation proposal must accompany the fellowship application. Henbest seconded. Motion passed.

**CONFERENCE PLANNING GUIDE.** Belluscio stated that there are still many changes that need to be included. It should be complete by the end of August and will include a template for a calendar and a checklist of items to be included in every meeting.

**INTERNATIONAL FELLOWSHIP 2009.** Sheridan moved that Thomas Bloch Ravn from Den Gamle By be invited to participate in the Old Salem meeting. Powell seconded. Motion passed.

**2009 ANNUAL MEETING.** Darlee Snyder, Director of Outreach Programming for Old Salem Museums and Gardens, reviewed the lodging and program arrangements for the meeting. The conference registration will be handled in house. Old Salem has a dedicated call center that handle conference registrations. The board was reassured that the conference has the full support of the institution.

**YOUTUBE CONTEST.** The criteria for the YouTube contest will be as follows. Individual submitters need not be ALHFAM members. Institutions must be ALHFAM institutional members to participate. The entry must be a DVD of 2 to 3 minutes duration and include the full spoken name of the association. The goal is to create membership and the DVD must reflect the aims and nature of ALHFAM. The entries will become the property of ALHFAM. The deadline for submissions is October 1, 2008. The winners will be notified after the fall board meeting. The first place prize will be a registration to an Annual Meeting to be used within 3 years. The second place prize will be a registration to a regional meeting to be used within 3 years. The third prize will be an annual basic membership for one year.

Motion to adjourn at 4:15 pm by Becker.

Respectfully submitted,

Judith M. Sheridan, Secretary