

Meeting Minutes: Room Setup Project Planning and Historical Document Intake

Date: April 8, 5:00pm - 6:15 pm

Attendees: Sheila Lord, Bub Barup, Angela Barup-Blackler, Amanda Martin, Kristin Wells, Annie Schools, Maylo Baker

1. Historical Document Intake

Source Materials: Documents/Legers brought to the organization were sourced from Marianne's (spelling?) house from Steve Locke and include:

- Practical manual of hygiene and temperance (ledger)
- Water bill messenger (July 1923)
- Lamoille County weekly
- Historical documents related to declarations, presidential elections, and U.S. Constitution
- Vermont population census document (1910) showing Waterville town population at 485
- Various historical photographs and artifacts

Action Items:

- Complete intake forms for all donated materials
 - Burton to provide digital intake form (to be printed and/or made available digitally)
 - Keep printed copies on hand for field donations
 - Show intake documentation to the team next month
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2. Room Setup Project

Wall Construction:

- Wall has been built with impressive supports and structure
- Feedback received that the wall looks great! Bub, Angela and Chris deserve much recognition!
- Bill received for \$896.77
- Library board hoping the wall can be finished on their side. Okay to unbolt the wall, so that the library can decide whether to pay for backing or use an alternative way to finish.

Protection for Artifacts:

- Glass door option: Anderson makes solid glass frame doors (~\$300 each) - future project pending budget
- Plexiglass option: 2' x 3' clear acrylic sheet (~\$70) - deferred to 2027 due to high labor costs
- Short-term solution: Less fragile items only; framed pictures as collage wall alternative

Table Acquisition:

- Motion passed to purchase a William Mary style extension table (8-foot top, lifts to 6-foot table)
 - Motion passed to purchase table - \$250
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3. Fundraising Projects Approved

Coloring Book Project:

- Approximately 74 pages of black and white historical water-related sketches (created using photo-to-sketch app)
- Print quantities: 75–100 copies to be determined
- Pricing to be obtained (single-sided vs. back-to-back options)
- Motion passed to proceed with coloring book project

Calendar Project:

- Features historical images of local buildings and landscapes
 - Vendor being contacted for pricing information
 - Will include additional sketches (e.g., IGA store image)
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4. July 4th – 250th Anniversary Celebration Planning

Event Vision: "Old Home Day" celebration for America's 250th anniversary

Key Details:

- Dates reserved: July 11 (Town Hall and Town Green)
- Goal: All-day community event celebrating Waterville's history and heritage
- Library partnership confirmed

Funding:

- Library has \$350 state grant already secured
- Applying for additional \$2,500 grant (due end of this month) for celebration and potential Vermont 250th anniversary event

Event Components (Proposed):

- Book sale (inside town hall) as fundraiser for library
- Fireworks show (10-minute show, ~\$1,500 from local provider "Smugs")
- Parade with community floats
- Traditional Old Home Day activities:
 - Pie baking contests
 - Three-legged races for kids
 - Women's skillet competitions/throwing
 - Bail drawing contest
 - Bouncy house or inflatable games (vendor: Moose Mountains)
 - Food vendors (potentially food truck, Moose Mountain cotton candy/cream machine, local pie donations)
 - Hay rides
 - Toss games
- Potential vendors such as: Moose Mountain, Poorhouse pies, etc.

Organization Structure:

- Multiple project leaders for different areas: events, town hall activities, vendors
- Library board partnership (next meeting: May 5th)
- Potential involvement from planning commission - Annie also discussed with Planning Commission (after the meeting)

Location Consideration:

- Fireworks to be launched from site by the bridge (away from buildings)
- Town green for main activities

6. Additional Items

- Swedish folk art embroidered textile (100+ years old) proposed for raffle - \$45 dollars, motion approved
- Angela provided "forum rules" for Facebook, which were approved
- Vermont Schoolhouse Project presentation mentioned (Cambridge High School focus)
- Amanda to follow up with town members on potential donations toward the WHS and space
- Next meeting scheduled for May 13th at 5:00 PM

Best,
Annie