

FRANKLIN HISTORICAL COMMISSION
July 12, 2016
6:30 PM at Museum

- A. APPROVAL OF MINUTES:** from June 14th, 2016
- B. CITIZEN COMMENTS**
- C. APPOINTMENTS** - Welcome Jeremy!
- D. PRESENTATIONS**
- E. FRIENDS GROUP (FFHM)**
 - 1. Plans for the last weekend of July (Fiddling Thompsons). Publicity?
- F. DISCUSSIONS/VOTE**
- G. SUBCOMMITTEE REPORTS** - (Optional, as needed)
 - 1. PastPerfect Project (Nicole, Bob)
 - 2. Digitized documents (Bob)
 - 3. Treasurer's Report (Phyllis)
 - 4. Curation, Organization (Nicole, Bob). Some items to discuss/decide:

Tasks for Mary, Bob, Nicole:

- examine the "yard sale" pile by the safe. Decide what to discard or donate.
- examine Xmas decorations that are set aside in that same area. Keep or discard?
- examine the contents of the boxes on the processing table that are labeled '?' or 'to sort'. Keep them for use in the Museum or discard them?
- examine the TV and VCR on the floor near the computer, and the TV and DVD player in Cabinet 22. Keep or discard?
- examine the table near the flags. Is it an artifact or a prop? If an artifact, what do we know about it? If we come up blank, we should ask Del if he remembers. If it's a prop, do we need it?

Tasks for Connie and Colette:

- examine Cabinet 5. Are any of these textiles useful either as artifacts or props? If so, which are which (artifact, prop, or discard)?
- Are the bolts of cloth above the flat file and above Cabinets 2 thru 5 artifacts, props, or to discard? (If any were made at a Franklin mill, we should keep them as artifacts.)
- Which of the wooden chairs in the basement are artifacts and which are display props? We should label each as one or the other. If they are neither, we should add them to our "yard sale" pile or discard them.
- There are two nesting wooden tables, made in China? Shall we keep them as display props? If not, can we discard them?
- Are the benches under the so-called "post accession table" useful as display props?

General discussion:

- Question: what is the recommended process for creating a DPW work item?
- Follow up question: Nicole, what work items do we need assistance with?

--We currently have an older 4.0 version of the PastPerfect User's Guide. Though according to PastPerfect support, we purchased the 5.0 version of the software and book in 2012, there is no sign of the book. Alison and Bob recommend spending \$20. for a replacement copy. Can we approve this?

--Nicole recommends that scrapbooks and albums be stored in acid free boxes with acid free liner paper. Can we purchase some number of these from Gaylord? If so, how many? Which sizes?

--We have three microfilm readers at the Museum. We only need two: a primary and a backup. Need approval to get rid of one of them, and if so, which one?

--The red TJMaxx cabinets near the safe may have outlived their usefulness. Shall we discard them?

--There is an urgent need for a dumpster, for items waiting to be discarded (bottom of front stairwell), and items we decided to part with. It doesn't look as though the DPW's siding work will require one. Can we obtain one from the town?

--Need to decide how to dispose of the 8 or so milk crates in the front stairwell. There are published guidelines.

--There is a large roll of brown (and very acidic) kraft paper that we need to find a new home for. Any suggested recipients, perhaps the Y?

--There is an unclaimed laptop bag in the basement. If it doesn't belong to anyone, let's find a home for it.

--In general - we should peruse the questions Nicole leaves in the basement on a regular basis, to help move things forward. Any help is appreciated!

H. OLD BUSINESS - (Optional: Any items already mentioned at the previous meeting and which are pending)

1. Historical Museum Calendar for 2017 (Phyllis)
2. Brick School enhancements (Colette)
3. Native American Corner, Sons of Liberty (Colette, Bob)
4. Museum Shop, Horace Mann Books, Bookshelves (Mary, All)
5. Almont Studios of Medway - Planning for the event at his gallery in Medway, Sunday, August 28th, from 3PM to 7PM.

I. NEW BUSINESS (Ask Members)

1. Gathering with surrounding Historical Commissions (Sun. 8/28th)
2. Large number of curation items to discuss and decide:

J. COMMISSIONERS' COMMENTS

K. DEMOLITION REQUESTS

L. ADJOURN