

CURATOR COMMITTEE MEETING DRAFT

March 2, 2018

Present: Reginald Barney, Carol Bergeron Donna Dunkerton, Susan Nero, Ann Wadsworth, Patsy Carter

Meeting came to order with Donna Dunkerton, Historian reporting on the happenings of the museum since November 2017.

The process of replacing 6 windows in the museum turned out to be a major project. The windows were in such poor condition that removing them in one piece, was a tedious, lengthy, procedure. Donna and John Bergeron were on hand to help remove the windows. Donna is concerned that the new windows will not be in the museum before N.H. History day.

Donna continues to cut BIRD & GARDEN notes out of old newspaper. Nancy Loomis has been compiling these clippings for the Bird & Garden Club and appreciates receiving this information. This is a way of keeping track of the history of the club.

Carol Bergeron continues to work on computerizing the museums inventory.

The curator's committee is continuing to work on the goals established in 2014. Some of the goals have been touched on lightly such as cleaning and organizing the second floor, which Donna did in 2017. Goals that continue to need attention permanent labeling of items in the museum. Listing of most important artifacts, remove clothing from storage bins, assess and clean clothing for preservation. Inventory the photo albums and scrapbooks.

Ann Wadsworth tenure as curator expires in 2018. It was voted that her term be renewed for another 3 years. Election was then held for officers. Carol Bergeron nominated and Reg Barney seconded, Susan Nero & Ann Wadsworth as co-chairs, Reginald Barney, treasurer, Patsy Carter, Secretary, these officers were approved by the group.

Meeting was adjourned.

Next meeting will be June 12, 2018

Respectfully submitted by Patsy Carter

CURATOR COMMITTEE MEETING APPROVED MINUTES

April 25, 2018 - Special Meeting

Present: Reggie Barney, Carol Bergeron, Patsy Carter, Donna Dunkerton, Susan Nero, Ann Wadsworth

Minutes from our 3/2/18 meeting were approved.

Officer Terms were discussed. Current "Rules of Procedure of the Curators Committee of the Canaan Historical Museum" (dated 11/14/16) incorrectly state that "The term of every officer and chairman elected by the members of the Curators Committee shall be one (1) year." The Committee voted unanimously in favor of changing Article 4 "Organization and Officers", Section 4.2 to read "The term of every officer and chairman elected by the members of the Curator's Committee shall be **three (3) years.**"

Discussion and unanimous vote to change Carolyn Barney status to an Associate Member (Term 2021).

Curator Committee Members/Officers:

Ann Wadsworth – Co-Chair 2021

Susan Miller Nero – Co-Chair 2020

Reginald Barney – Treasurer 2020

Donna Dunkerton – Historian 2020

Patsy Carter – Secretary 2019

Carol Bergeron – Member 2019

Scott Borthwick – Selectmen's Representative 2020

Carolyn Barney – Associate Member 2021

Posting of Agendas and Minutes - Discussion of the required procedure regarding the posting of both Draft and Approved Minutes. Laws require posting of Draft and Approved Minutes. We will continue the current process.

Goals for 2018 –

Continued review of Goals for 2018 listing created by Carol Bergeron. We decided to select (3) tasks to try to complete this year. Carol has created and begun to assign categories/tiers of importance to each museum object. She shared a tier list for us to review. Item inventory has been completed, but Schoolroom area needs to be rechecked to make sure items owned by Donna Dunkerton have been marked as such. **Labelling work continues. Medical instruments need cleaning and organizing for display. Scrapbooks/Albums/Bibles need some kind of index** to identify names/places/subjects for easy searching.

General discussion followed: **Repair/replacement of windows** is ongoing. **Antique gun has not been appraised** by dealer (Amoskeag Gun Auction) yet. A good history of the gun will need to be provided to the dealer to make it an attractive sale. John Bergeron currently has the gun.

Opening Day Preparations -

NH History Day for school children is June 1st. Some clean up may be done prior, if weather & window replacement permit. July 4th is Official Opening. We discussed the Guest Book – Donna purchased a new one in 2017. We discussed purchasing a banner to hang on the North side of the building, as many visitors to the Town Beach were not aware of the Museum and expressed interest in it. John Bergeron is updating a brochure for the museum.

Scavenger Hunt – farm tools need to remain in place for the hunt. We discussed trying to find a petite sized mannequin, as most of the clothing that could be displayed is very small sized. Some repairs are needed to properly hang flag in front.

Next Meeting – Tuesday, June 12 – 1pm – at Susan Nero's home

Respectfully Submitted,
Patsy Carter & Susan Nero

CURATOR COMMITTEE MEETING **APPROVED MINUTES - 6/12/18**

Present: Reggie Barney, Carol Bergeron, Patsy Carter, Donna Dunkerton, Susan Nero, Ann Wadsworth

Minutes from our 4/25/18 meeting were approved with changes.

Officer Terms: We again affirmed that each officer had a three year term. Bylaw/Procedures were updated to reflect the three year term.

2018 Goals for the Museum:

Medical Tool Cleaning – Patsy/Anita (?) will work on a way to clean these items of rust

Antique Gun has been given to Amoskeag Auctions to put up for sale.

Mannequin – We are looking for a new one, must be petite sized

Labelling – We will have a **work day June 25** to start adding labels to clothing items. Research will be done to confirm the best method (Carol/Susan).

Cataloging of Important Items – Ongoing project by Carol to prioritize our items.

Miscellaneous Discussion:

Interior Shutters – Donna would like these washed/painted

Windows – Should be completed May 2019

Bibles – We discussed creating an index by name for easier searching

Back Door – Needs shaping – we'd like to be able to open it for air flow

Curator's Class – Ann, Carol & Susan attended a class on Preservation Management and Collection Care given by the Northeast Document Conservation Center, at the VT Historical Society in Barre.

Brochure – We reviewed the latest Museum/Historical Society Brochure. Donna has noted that the opening year needs to be corrected – should be 1961.

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Work Day: Monday, June 25, 1:00pm at Museum

Next Meeting: October 1st at 1:00pm at the Museum if weather permits (otherwise at Nero's house)

CURATOR COMMITTEE MEETING – APPROVED MINUTES – 10/1/18

Present: Reggie Barney, Carol Bergeron, Patsy Carter, Donna Dunkerton, Susan Nero, Ann Wadsworth

Minutes from our 6/12/18 meeting were approved unanimously.

2018 Goals for Curators: We discussed our list of goals for 2018, some were achieved, others remain ongoing.

MUSEUM BUILDING:

Rear Closet has been cleaned. Need for self-emptying dehumidifier was discussed.

Duplicate Inventory has been moved upstairs (farm tools).

INVENTORY: Ongoing work. We discussed future projects to catalog items that are within others (ex. pictures or postcards within scrapbooks), digital cataloging as well. Carol has also been working to review and prioritize the objects in our inventory.

Clothing/Textiles – An ongoing task of assessment, cleaning, sewing catalog numbers into each. Carol purchased archival storage boxes for clothing/textiles.

Medical Instruments – Ongoing - We will work to have these cleaned and displayed.

Antique Weapon – Thanks to John Bergeron, a gun was sold at auction for \$900, minus 20% commission, brought the museum \$720.00. According to the Canaan Historical Museum and Collections Management Policy: “Funds received from a deaccession must be used to purchase other objects for the collection, or to conserve objects in the collection.” The Treasurer will hold these funds within the Historical Society’s bank account.

Mannequin – We discussed the need for another mannequin to display clothing. The Curators voted to use funds to purchase one. Carol and Susan will work to find an appropriately sized mannequin, and make purchase.

Signs – We discussed hanging the wooden dressmaker sign downstairs by the “sewing corner”.

Picture Frames – New ones not needed. Current stack of framed items need review.

Order School Bell Sign – Not needed.

History of the Mikel Wells Paintings – Donna gave Carol a history of the Mikel Wells paintings (purchased with grant from Mascoma Bank). Carol will check for it.

List of Donna’s News Articles – We discussed the need for a listing of newspaper articles about Canaan, written by Donna Dunkerton. Donna will work on a listing for reference.

List of Accredited Conservators – We discussed the need for a local conservator to look at selected pieces and advise on value and care. Carol has shared a link to help us find one.

MUSEUM OPENING DAY: Donna held another successful New Hampshire History Day in June for 75 local schoolchildren. Next year will mark the 35th year this event has been held in Canaan.

NEW BUSINESS:

Stove Donation: Terhune family donated a 1912 wood burning kitchen stove, and funds to restore it. Donna is working to assemble/clean it and locate missing parts.

Miscellaneous Discussion: Interior Shutters were washed and reinstalled. They will need paint. We discussed the museum’s collection of books – Susan offered to start a digital inventory.

NEXT MEETING: MONDAY, MARCH 4, 2019 @ Nero Home on Canaan Street.