



# Searles School and Chapel

## Windham Historic Commission 1/28/2016 Meeting Minutes

Attendees: Marilyn Bailey, Peter Griffin, Sally D'Angelo, Fred Linnemann, John Mentuck and Donna Markham., Searles Function Coordinator. Excused: Betty Dunn

Secretary Fred Linnemann called the meeting to order at 7:05 PM at Searles School and Chapel. Every one acknowledged that they had received a copy of resignation letter by Chairman Marion and George Dinsmore.

As the only officer of the Commission, he explained that he had call the meeting to a) Acknowledge our appreciation for Donna and provide the support she needs, b) Discussion of the recognition of Marion and George Dinsmore and all the tremendous work and service they have done for Searles School and Chapel, and c) Have a preliminary discussion of the WHC's future.

**Secretary's Report:** None as Secretary Fred was excused from our last Meeting in November

### **Correspondence:**

Written and Oral – None reported

### **Old Business:**

The commission discussed the support needed by Donna Markham(Searles Function Coordinator) stating that she had done a great job on the Searles website [www.searleschapel.com](http://www.searleschapel.com) as well as coordinating Searles' functions. It was agreed that given Betty Dunn's recent email which offered that she would be available most days and nights if there were any times when Donna needs support or assistance that Betty would be the Commission's Main point of contact. Secretary Fred would provide back up support. Other members also offered support as well. (1) An updated roster would be generated by Secretary Fred proving phone, cell phone and email addresses. (2)He will also notify Betty on being the Commission's main contact with Donna. All of the members agreed to provide Donna support. Donna stated that Searles was going smoothly at the moment but appreciated the support. She is currently focusing on bookings.

Discussions on the Current Status of Searles followed. Donna discussed the 2015 income and expenses of Searles (see attachment 1 (2 pages). She stated that 2016 looked real good and would probably exceed 2015's \$26,291 income. It was noted that \$12,000 of these funds went towards stain glass windows.

Donna identified several upcoming weddings and other functions. She will need support for the Wedding Fair 2016, on March 12, 2016 11-3pm. Vendors are charged \$25 each while administration is free. She will let the Commission know what help she needs. (3)Donna plans to put up a display/table at the primary polls on February 9<sup>th</sup>.

Maintenance was the next topic discussed. Since the maintenance list and resolutions spreadsheet reviewed at the last minutes was not available at the meeting, Donna and members brought up some of the maintenance concerns. (4)Donna agreed to email Secretary Fred a copy of the list. Donna will contact maintenance to check of maintenance items outstanding and completed. Some of the items discussed were the rear door of the west room which does not shut completely, installation of outlets in the east/chapel room, and dry rot in the upper tower room. The structure has been reinforced by Gary Carbonneau but the wainscot and

woodwork have not been completed. Other items included lighting issues out front of the building and by the soccer field causing security/safety concerns.

The status/schedule of the stain glass windows and grants in process by Margaret Case was discussed. (5) Secretary Fred will contact Margaret to get the information on donations, grants and schedules.

With the recent resignations of George and Marion Dinsmore, the future of the WHC was discussed. It was agreed that no final decision would be made unless all members were voting and the various venues were discussed. The commission agreed to continue in the interim, supporting Donna and directing/solving Searles maintenance and restoration issues. No one volunteer to take on leadership of the Commission. Advertizing for new members to replace the recent loss of George and Marion Dinsmore and Pat Skinner, identifying our goals, possible incorporation of By-Laws and meeting with David Sullivan for guidance were discussed. Several members, including Secretary Fred, stated they felt the fun associated with working on Searles had been lost over the past couple of years. We all agreed that this was an opportune time to make changes to the WHC ...

Secretary Fred suggested that a History the Windham Historical Commission should be generated so that all of its accomplishments would not be lost. Following discussion (6) Fred agreed to contact Marion Dinsmore to see if she would support a WHC history.

Finally the date of the next meeting was discussed. A daytime meeting was not possible as two members still work during the day. It was agreed that the Next Meeting will be on Tuesday, 2/23/16 at 7P.M at Searles School and Chapel.

Meeting Action Items are identified by (#).

Meeting adjourned at 9:00 PM.

Respectfully submitted,

Frederick Linnemann

Frederick Linnemann

Secretary

Windham Historical Commission

Phone: 603-432-5698

Cell: 603-553-5699

Email: [fglinnemann@myfairpoint.net](mailto:fglinnemann@myfairpoint.net)