BOARD OF DIRECTORS

FRIENDS OF POPLAR HILL MANSION

March 19, 2025

Open Board Meeting Minutes

**Presen**t: Board Chair, David Scheid; Vice Chair, Jeanne Mears; Treasurer, Sharon Murphy; Board Members: Ginny Hussey, Dee Neal, Will Lowery; Curator & Recording Secretary, Sarah Meyers; Public Guest(s): 0

1. **Call to Order**:

The November Open Board Meeting of the Friends of Poplar Hill Mansion was called to order on Wednesday, January 15, 2025 at 12:00 p.m. by Board Chair David Scheid.

1. **Approval of Minutes**:

The Board Chair asked if there were any corrections or additions to the December 18, 2024 Board Meeting Minutes. Hearing none, the December Board Meeting Minutes were approved.

1. **Reports:**
2. **Chair: David Scheid**
3. David said that he and Sarah are going to go visit Dana and see if they can convince Dana to reconsider doing the painting after she said she would probably not be able.
4. David told everyone that the Gala will have a 1970s theme since it is the 50th Anniversary of the Friends and Museum, rather than doing a period 1800s themed Gala.
5. **Treasurer Report: Chair Sharon Murphy**
6. There is $7,053.32 in the operating budget.
7. There is $70,551.23 available in the CFES endowment available for use. Current net assets are $225,9631.48. The Board agreed to withdraw $20,000 from the available funds to cover expenses of the hallway painting, new exhibits, and other museum expenditures.

1. **Curator Report: Sarah Meyers**
2. See written report on file at Mansion.
3. There was a brief discussion about visitation to the museum and how to increase visitation through better advertising and attracting more weddings.
4. Sarah mentioned that Feb 22-23 that she will be tabling at the Better Living Expo at the Civic Center and asked for volunteers, but the museum will be open on Feb 23.
5. **Committee Reports:**
6. **Membership:** 
   1. No Report
7. **Events: Ginny Hussey**
8. The next paint class is February 8. Jessica Schegel is the artist and will be doing a winter watercolor scene.
9. Sweetheart Tea is February 13 at 12:00. The time has changed from 11:30 and will be noon going forward. Sarah read the menu. Ginny asked for volunteers to help on the 12th with set up and prep and the day of the tea on the 13th.
10. **Outreach:**
11. Sarah is going to table at the Better Living Expo.
12. **Development:**
    1. Sarah is changing the second floor exhibit to the 50th Anniversary Exhibit to celebrate 1975. The exhibit will include photos, scrapbooks, and collectible items. Sarah asked to buy frames for the photos and other items for the exhibit. Ginny made the motion to purchase frames. Jeanne seconded. The motion was passed unanimously. The Board also agreed to have the photos for the exhibit professionally printed by DiCarlos.
13. **Review Committee: Ginny Hussey**
    1. Ginny asked each committee to supply a brief report to be in compliance with submitting an annual report to the City.
14. **Garden: Will Lowery** 
    1. Will and David will be looking into ordering the seed for the wildflower area in the backyard.
    2. The Committee is asking for an increase in the budget for the grounds to do more beautification.
15. **Grant: Ginny Hussey**
16. No report.
17. **Old Business**
    1. Covered in previous reports.
18. **New Business**
    1. Need to order letterhead for Poplar Hill Mansion. The new letterhead will have the new logo on it. Ginny made a motion to purchase new letterhead and envelopes from Minuteman Press. Dee seconded. Ginny amended the motion to include ordering invitations for the June Gala. The motion passed unanimously.
19. **Adjourn:** The meeting adjourned at 12:34 PM.

Respectfully Submitted,



Sarah Meyers

Curator, Recording Secretary