

## **History Committee**

November 17, 2021 at the History Center

**Present:** Joan Mason-Bradford, Jean Wilhelmsen-Exter, Dennis Dunbar, Jeff Tarbox, Dede Greenleaf Hodgdon, and Gaye Wagner; Mary Ellen Barnes and Anne Cole-Fairfield via Zoom

The meeting convened at 4:40 p.m. at the History Center.

Jeff made a motion to approve the Minutes with one edit (made); Joan, 2<sup>nd</sup>, unanimously approved.

### **Secretary's Report:**

- Thank you notes have been sent to Mara & Donald Giulianti for hosting tours through their historic Doggett home and for follow-up informational materials provided on their house; and to Joe Ruzickij for his handcrafted Westport Island History Center signs;
- An older, but higher-capacity laptop computer has been set up in HC1 for scanning and cataloging; and a second all-in-one computer has been set up to evaluate for a “cataloging partners work station” which would allow one computer for scanning, and one for simultaneous uploading and entering data in Catalogit. The computers are connected to the WiFi and the printer and have Catalogit and Dropbox logins bookmarked for researching or uploading. If we choose to keep the second computer, Gaye is asking for reimbursement for installing a solid-state drive (\$111.25) – but there is no obligation to keep it;
- Deb Williams – who has already transcribed several years of Fred Bailey’s diaries (38 hours of volunteer time – thank you Deb!) has said that she will complete the transcriptions in the coming months. The transcriptions completed to date are in Dropbox and will be uploaded to Catalogit for viewing;
- “WIHC Research” files formerly on Zoolz cloud storage (including Bea Harriman book, Cemetery Book, Sheepscot Echo Westport column, etc.) have been uploaded to the new Dropbox account;
- A sample volunteer thank-you gift will be in HC1 next week for viewing and feedback; and
- Dede has donated a potholder crocheted by Verlie to the Colby-Greenleaf Collection.

**Treasurer's Report:** Jeff reported there are no new members this month; and there were about \$40 in card/book sales.

**Name Badges:** Jean distributed a sample of a nametag set up from the company used by Maine Maritime. After discussion, a preliminary list for name badges was developed of about 15+ History Committee and Friends members who actively work at the History Center and on events.

**MAM Membership:** The Maine Archives and Museums membership has been renewed. Logging into the account to register for MAM training events applies the member discount to any fees; and there are also discount codes for orders from vendors such as University Products and Gaylord. The login is: [wihistorycommittee@gmail.com](mailto:wihistorycommittee@gmail.com); password: We\$tp0rt.

**Catalogit/Dropbox:** Dropbox cloud storage will be the bulk “file cabinet” for storing all scanned documents and photos; Catalogit will be our on-line research “library” for items that have accessions and contextual cataloging information entered. Information available in Dropbox will only be available to members with our login; those files will not be shared. When downloading working files from Dropbox, we have to be cognizant of the difference between “moving” and “copying” files; “moving” will delete them from the source file as opposed to “copying” which will make a duplicate. Jean recently (Nov 15) emailed instructions for using Dropbox.

Catalogit information will be available to anyone using the “Guest Login” – Email: [fowihfriend@gmail.com](mailto:fowihfriend@gmail.com); Password: ls1andHome\$.

**WCA Newsletter / Clough Point 50th Anniversary:** Dennis noted that this fall is the 50th anniversary of the Town's September 1971 acquisition of Clough Point. Bill Hopkins recently found a trove of Conservation Commission materials on the acquisition of Clough Point which he has given to Dennis. Materials include: a ledger detailing fundraising to purchase the property and information on how the effort to preserve the Clough Point land started in Wiscasset as part of a greater effort to conserve the way Wiscasset Harbor used to be. Dennis will draft a piece to commemorate Clough Point as the first conserved land on Westport for next month's WCA Newsletter.

### **The Friends of Westport Island History ("Friends")**

**Present:** Same attendance. The meeting convened at 5:28 pm.

**Workroom Lighting for HC Work Rooms:** Mary Ellen has the shop lights ordered and will pick them up on Friday. She will need installation assistance soon.

**UV Film:** Jean has contacted Maine Sun Solutions for purchase and installation of the UV film. They will get back to us with a date for installation.

**Notecards & Sales:** Two new sets of Notecards have gone to the printer. Jeff will pick them when they are ready. Jean will develop a sales flyer for the new cards as well as ad copy for the WCA newsletter and other outlets. Jeff asked and received the Friends' approval for possibly using the Sarah Rhinelander image of the Town Hall for a Town Office volunteer appreciation card. If approved by the Selectmen, he will get back re a new printing order.

**Jerry Day Mason Estate Book Donations:** Mary Ellen sought suggestions for sales pricing for "Speaking to Strangers" and "Chiaroscuro" so we can begin selling them at the History Center. It was agreed to charge \$40 for "Speaking to Strangers" (as printed on the dustcover) and \$20 for "Chiaroscuro".

**Book Reprints:** Jeff has ordered 20 copies of "Westport Island, Maine 1605 – 1972". Jean and Gaye are working on the Swanton Book and will order reprints soon. Dennis also requested reprints of the Scavenger Hunt and History Trail flyers which are almost out. Quotes for both flyers will be requested from Xpress Copy.

**Year-end Note of Appreciation:** Mary Ellen has an outline for an end-of-year message to thank our members and supporters; she will send an initial draft out shortly.

**Event Committee:** Joan provided the following update from the Event Committee:

- The Committee has solved the problem of conflicting with Sasanoa Brewing's summer afternoon weekend business by switching to an evening event -- now proposed for 6 pm on Sunday, July 17. Parking and a tent will be set up by Callie's house away from Sasanoa Brewing's parking and seating area. Parking lot monitoring/traffic control for two-way traffic will be necessary because of the narrow roadway. The committee requested funds to make a deposit on a tent with New England Tent and Awning (total cost \$1,700). Joan made a motion to approve a deposit on the tent; Dennis, 2<sup>nd</sup>; unanimously approved.
- Joan and Dedee still need to get together to discuss the February "Verlie" birthday event.

**Calendar:** Joan has not yet set up a Google calendar, because she had been unable to access the email account. That has been resolved, and she will have it ready next month.

Dennis made a motion to adjourn at 6:13 pm; Jean, 2<sup>nd</sup>; unanimously approved.

The next meeting will be Wednesday, December 29, at 4:30 pm, at the History Center.