

AUBURN'S HISTORIC & CULTURAL SITES COMMISSION

Meeting minutes from May 9, 2018 at the Schweinfurth Art Center

Present: M. Alberici, A. Daddabbo, J. Giannettino, J. Kline, S. Kline, D. Lamb, E. McHugh, D. Stankus, K. Tehan, M. Vanek, K. Walker

Excused: Rev. P. Carter, B. Chabot, S. Muldoon,

Absent: R. Bradley, E. Onori

Guests: Chuck Mason, Memorial City Hall; Kimberly Szewczyk, National Parks Service; Jessica Armstrong, Cayuga County Historian's Office; Chuck Taylor, Cayuga County Arts Council

Call to Order

The bimonthly meeting of Auburn's Historic and Cultural Sites Commission was called to order on May 9, 2018 at 9:00 a.m. by A. Daddabbo. A. Daddabbo read the mission statement and all present introduced themselves.

Approval of the Minutes

D. Lamb made a motion to accept the 3/14/18 minutes as submitted and the motion was seconded. **All were in favor and the motion carried.**

E-Learning Presentation

M. Vanek presented details about the tourism office's new e-Learning program and encouraged site directors to have their frontline staff take the 5-module course.

Approval of the Finance Report

G. Sears presented the Finance Report and the 2018-2019 Draft Budget documents. E. McHugh made a motion to accept the finance report and draft budget as submitted and the motion was seconded. **All were in favor and the motion carried.**

Site Directors

Site Directors shared details about new projects occurring at their sites.

Marketing Committee

J. Kline stated photos have been chosen for the 2018 Facebook Marketing campaign with Pinckney Hugo Group. The photo library, created by Maureen McEvers with MGM Photography, can be used for this campaign and other purposes. The image choices will be sent to site directors for final approval prior to submission to PHG. Facebook ad copy has also been updated.

K. Walker suggested the commission reconsider advertising in the Merry-Go-Round Playhouse playbill with the 2018-2019 budget for the 2019 performance season. M. Vanek suggested a Co-op advertising solution be explored with the tourism office. G. Sears stated the discretionary line in the advertising section of the new budget will allow some flexibility with additional advertising expenses, with \$1,582 available for 2018-2019.

Passport to History

G. Sears reported on behalf of S. Muldoon. Donations will be sought from all sites to be included in prize packages. The program will continue through the end of the current school year.

New Business

G. Sears shared a conversation recently conducted with Seymour Library, which has offered to host a 2019 commission meeting. Commission members agreed to meet there for the January 2019 meeting, if available. G. Sears will correspond to R.S.V.P.

Old Business

None to report

Announcements

Commission members shared upcoming events at their sites.

Adjournment

A. Daddabbo adjourned the meeting at 10:36 a.m. A motion was made by J. Kline and seconded. **All were in favor and the motion carried.**

The next Commission meeting will be held at 9:00 a.m. on 7/11/18 at Willard Memorial Chapel.

Minutes by Gillian Sears