

MINUTES

2015 Annual Meeting of the HCC Trust

Date | time 3/8/2015 1:20 PM | *Meeting called to order by* Chairman, Jim Calvert

In Attendance

Betty Ann Blanchard, Bill Blanchard, Dawn Blanchard, Sharon Cook, Frank Calvert, Thomas Calvert, Erin Hampton, Patricia Calvert Raftery Kelly, Laretta Calvert, Edwin Calvert, Jim Calvert, Glenn Schmidt, Henry Schmidt, Tyler Hancock, Victor Calvert, Bill Calvert, Marsha Ayres, Miram Virginia Hancock, Christine Calvert King, Marty Schmidt

Unable to attend/excused:

Approval of Minutes

The minutes from 2014 Annual Meeting of the HCC Trust were read and noted without objection.

Review of HCC Trust Inventory

Noted by Chairman and attendees that the Trust Inventory had not changed from 2014. Reading on individual items was waived.

Items located in Maryland relocated from Ed Calvert's

Artifact Donation Form and "Virtual" Donation Forms distributed for review and comment

Financial

Glenn Schmidt reported:

Bank Balance: \$610.28 .21 and .06 in Interest paid Expenses paid to date Hall Rental Fee of \$50

Jim Calvert reported:

Submitted Expense of \$45 for \$15 per month Host fee and \$37 expense for domain costs.

Discussion was initiated by Betty Ann Blanchard for PayPal donation box with Betty Ann to present to Friends of Hancock's Resolution board for inclusion on their site or link to their site.

Further discussion by Christine King and Dawn Blanchard on social media non-profit options for collecting donations for the trust. Amazon Smiles mentioned in discussion however discussions tabled due to non-profit expense start up expense of \$1500 with legal considerations since we are not yet a 501.3 (c).

Donations Received

No Donations at this meeting.

Trustees Business/Reports

Old Business

- Website – Detailed below under Committee Reports
- Inventory Photos
- Artifact Donation Form – Detailed below under Committee Reports

New Business

- Database Inventory – Detailed Below
- Family Day Table/Presence for Trust – Detailed Below
- Notification/Directory for Trust Contact and Extend Trust Committee – Detailed Below

Committee Reports

Committee Discussions

Website

- Discussions on use of Word Press and donation of content management solution
Erin Hampton offered that she had a company willing to provide website at a reduced fee of approximately \$1500 as alternative to current site being hosted at Web.com This would eliminate the monthly fee for website as the company designing the website has offered to cover the hosting fee.

Inventory Photos

- Photos of Inventory scheduled for May with Jim Calvert, Victor Calvert and Edwin Calvert to place on CD

Artifact Donation Forms

- 30 days to Comment on Artifact donation form which was distributed. Feedback requested by June 1st.
- Erin Hampton to provide donation to cover attorney fee for document review.

Database Inventory

- Database Inventory requires software. Reviewed Past Perfect
- \$300 expense with Free Donated Services of Offsite Daily Digital Backup, options for \$20 per seat.
- BettyAnn, Bill and Billy to continue to review
- Chrissy offered Offsite file storage and fire storage for inventory records

September Family Day

- Discussion on Trust having a table presence at the event on 9/20/15 at 1pm.
- Items showed to group for that day were Maps of Bodkin Creek
- Showed Portraits – Betty Ann offered to do portraits for fundraiser at event
- Requested Volunteers from committee to support the event stating Trust purpose of preservation of items displayed

Notifications

- Cook cousins may not have been notified as noted by Tom Calvert. Request made for phone call notification of meeting or mailing.
- Bill Calvert suggested telephone tree for notification
- Tom Calvert suggested development of a Family Directory
- Trustees proposed establishing a Communications Committee – no action taken at this time
- Discussion on Family Day Directory occurred with Bill Blanchard suggesting on site event printing with comments from Marsha
- Deferred to Betty Ann to investigate Owlín Mills option for Family Day much like church directory
- Victor volunteered to be at Family Day to take family photos for directory – period costumes suggested.
- Noted that funds were of concern, establishing committee first was more important.

Open Floor Discussion

Insurance for Artifacts discussed with noted need to meet with attorney or insurance agent.

Gift/Item on Loan/Donation discussion requires Trustees to pursue legal advice for definitions and consideration by Trust
Bill Calvert noted the Mission of the Trust. Christine Calvert noted insurance. Tyler Hancock posed concerns and custody discussions all tabled with thought to pursue legal advice.

Edwin Calvert noted Preservation comments shared with him by his Grandmother Rhoda Virginia Hancock. Including Phillip Cook Models, Biographies and books in Trust. Appreciation of carrying on the interest of protecting and preserving the house, artifacts and family property.

Next Meeting

To be determined per Trust Charter

Meeting Adjourned at 2:25pm