

## Minutes of the July 14, 2015 Patton Homestead Directors

*Attending: Carin Kale, Bill Burridge, John McWane & Georgina Keefe-Feldman*

### **Member Updates:**

#### **John McWane -Homestead Use Policy**

- John led a discussion of the usage policy for the Homestead. Not only are policies needed, but the Patton Homestead Incorporators need to know how the Town envisions the Homestead being used in the interim period before there is a nonprofit and executive director in place. John is still accepting comments etc. on the guidelines proposed by M. Lombardo.
- If the Town wants the homestead used they need to provide a resource to be the point person for the public. Georgina reported that people from both West Point and the Wenham Museum expressed frustration with how many people they had to call to get permission to hold an event. One person with a “how can we help” attitude would be ideal. Insurance, parking, numbers and porta potty issues all need to be nailed down.
- One idea was the Town hiring someone on an “as needed” basis. Carin reported that staff at the Community House had already expressed interest.
- Bill encouraged the group to act quickly on this. John said he would try to get a meeting with Scott Maddern, Chair of the BOS.

#### **Carin Kale**

- Carin raised the issue of the Homestead Facilities Report, funded via an MCC grant some time ago. We do not know the status, but need the info. Patrick was planning on finding out the status, but no word yet.
- Carin stated that we all should continue our research on resources, partnerships, similar venues etc. John suggested adding a target date to Carin’s work sheet.
- Carin recapped the visit to Willowdale with Patrick and Bill. They met with much of the staff and the owners – Gerald Fandetti and Charlotte Forsythe. They put in a bid with the state for the property back in the late 90’s and have invested \$4 million of their own money making it the showplace it is today. They are experienced in this field. He is an architect and they also rehabbed and own an inn in Harvard Sq. and an inn in Kendall Square, both in Cambridge. Willowdale has 50 staff. The tour showed our group how a property can be transformed. Willowdale is open all year. They have no overnight accommodations.

They are interested partnering with the Patton property although no specifics were discussed at this time. They love historic preservation. She is from a military family.

### **Discussion of other venues:**

- John suggested asking Endicott how they transformed Misselwood into a premiere event center.
- John also reported on the Essex Retreat Center. It is very rustic .They have a tent, pond and very basic bedrooms. Carin asked if there is a demand for this type of center. What can we learn from them? The Homestead could be transformed into dormitory-style lodging, and/or the apartment over the stable.
- Bill is going to investigate Glen Magna in Danvers.
- Other venues to investigate include the Stevens Estate in No. Andover. Bill reported that their event coordinator would come to meet with us but someone should go there as well.

Bill's sister is the VP of the Firehouse Theater in Newburyport, which is owned by the City. She wants to help this effort and is available to meet with us.

### **Georgina Keefe-Feldman**

- Georgina reported the details of the upcoming Military Day (July 18<sup>th</sup>) at the Patton Homestead, a Wenham Museum event. It will be a good test case for the use of the Homestead. Some Directors are planning on attending.

### **Articles of Organization Issues**

- G K-F reported on her June 8<sup>th</sup> meeting with Town Counsel Donna Brewer, who was very helpful re: preparing the paperwork for filing our Articles of Organization.

The incorporator is actually Donna, as our attorney. This group is actually the Board of Directors. She recommends that we remain small while we organize, and then go to the full-fledged Board of Directors.

The legal name will be Patton Homestead, Inc.

We need to list officers and directors, as well as home addresses. President, Treasure and Clerk needed. VP not needed. The rest are Directors. Patrick is a non-voting Town employee and will not be listed.

The mission, which we have been working on, is not part of the official filing, so we have more time with the mission. Instead, the purpose of the organization must be listed. It should be as broad as possible.

Bylaws are not needed right away. What she files is a boiler plate legal document. We should form a bylaws committee to work on them. The bylaws are never actually filed anywhere, and they can be amended in the future as situations change.

The Treasurer has no heavy lifting duties now as there is no income etc. The bigger issue is appointing a Registered Agent...someone who accepts formal legal filings on behalf of the nonprofit. It is often the Clerk but does not have to be. There is a business called CT Corporation that does this for many businesses and nonprofits; we may want to look into that option. Also, she suggested contacting the local Cable access TV station to see how they did it?

Carin agreed to be listed as President. Bill agreed to be Treasurer, at least for now. Georgina agreed to be listed as Clerk, but does not want to be the Registered Agent. She will check out the CT Corp. and report back. Does anyone know someone on the Cable TV BOD to ask them about this issue?

The mission everyone had worked on is:

***The Patton Homestead Inc. preserves and manages the historic Patton Homestead as a community asset and provides educational, recreational and cultural opportunities to the public.***

Georgina asked if we needed to include some reference to the military or was the above mission broad enough? She put forward the following alternative:

***The Patton Homestead Inc. preserves and manages the historic Patton Homestead by providing educational, recreational and cultural opportunities while honoring its military history.***

After discussion it was decided to get Rich Barbato's take on the mission.

G K-F had prepared a draft Purpose for the Board to work on. It is

**The purpose of the corporation is to engage in the following activities:**

- **To preserve and manage the Patton Homestead as a community asset to the Town of Hamilton**

- **To raise funds in support of programs and corporation-related facility and grounds improvements and other efforts**
- **To enter into contracts and partnerships with other organizations that benefit the corporation and/or the Town of Hamilton**
- **To promote the use of the property for private and public functions**
- **To offer consulting services**
- **To promote military history, veteran's support and leadership**
- **To provide space and support for other community entities.**

She will send it to Donna for her input.

We also need a mailing address for the corporation.

### **What's ahead?**

- Carin thinks the Town is looking to us for some scenarios. John added that this will need a business plan; we will need help with this.
- The Directors had hoped to go over the Bevara Use Report at this meeting but ran out of time. The next meeting will be devoted to this effort. (July 28)
- Georgina will correct the Minutes of the June 9<sup>th</sup> meeting and file them with the Town Clerk's office. She will also check with Maureen to see if the Police meeting room is already reserved for July 28<sup>th</sup>.

The meeting was adjourned at 6:20 PM.

G K-F  
7/28/15