

## JERICO HISTORICAL SOCIETY

### BOARD MEETING MINUTES | JUNE 13, 2024

Members present: Ann Squires, Sue Richardson, Keiko Williams, Shelly Dionne, Betty Koshinsky, Stacie Griffiths. Guest present: Eliot Lothrop, Nancy Spier.

Agenda: as presented by Keiko Williams. The meeting was called to order at 6:02 PM.

Community Comments: None reported

Officers Reports:

Vice President: Sue Richardson

Introduced presentation, Q&A with Eliot Lothrop. Eliot visited to present and answer questions from the Board about his report, "Conditions Assessment of the Chittenden Mills Jericho, VT, Part 1 – South Wall and Southeast Corner Failure as studied, December 2023 to May 2024."

(A summary of the Conditions Assessment presentation begins on page 3).

Corresponding Secretary – Keiko Williams

1 – Filing System for non–Shop records – In coordination with Recording Secretary, Keiko will begin gathering all dispersed records for scanning and filing in the Archives building. Cheryl Thomas has volunteered to help with the project.

2 – Newsletter – Keiko requests that Board Members submit items for inclusion in the JHS newsletter by June 30. This should include anything worthy that has happened since February.

Recording Secretary: Betty Koshinsky

Board Meeting minutes for the months of March and May were approved by email.

Treasurer: Stacie Griffiths

1 – 990 Filing – Stacie and Sue made some final corrections and the 990 was filed on time.

2 – Employer Tax changes: Effective 7/01/24 JHS must file reports to comply with new tax and overtime pay regulations. 1) We must start paying UI (unemployment insurance) taxes at a rate of 1.2% of salary paid. 2) Exempt/salaried employees can be owed overtime if salary is under \$844 per week and the employee works over 40 hours.

The Board needs to address this rule by either increasing the CS manager's pay, or paying OT as needed. Because salary is paid at month-end, the Board can consider its options at the July meeting.

President: No Report

Craft Shop:

1. Income	May	Year to Date
2023	\$7,526.91	2023 \$24,218.64
2024	\$7,763.14	2024 \$36,298.80
Increase	\$236.23	Increase \$12,080.16 = 49.88 % ahead of 2023

Notes: This was obviously a slight increase over last year. However, the five-year average for May is about \$5,200.00 so this was overall a very good month. (May of 2023 was Sue's first month as Manager and was also an excellent month).

Committee Reports:

Collections – Computer has arrived. Set up is in progress.

Mill House Rental – Shelly will request a vote by email to approve installation of lights on the back porch for safety, at a cost of \$500 - \$600. The new tenant, Cathy, has moved in and is reported to love the house and hopes to be a long-term resident. She will be resurrecting the garden and would like to compost. Shelly will let her know she needs to use a bin. Jason reported that one of the front steps broke in two. Sue arranged for repairs.

Old Business:

Property tax status – no update.

Events – Tammy Davis will give a presentation on her experience with land preservation, scheduled for July 21, location TBD.

Garden – Nancy has planted the grains. Interpretive signs are in the works for the Mill and garden. More information to follow in July.

New Business: Stacie reported that the Workers Compensation audit is completed.

Next meeting date July 11, 2024

Motion to adjourn-Sue Richardson, second by Stacie Griffiths. Meeting adjourned 7:19 PM.

Respectfully submitted,

Betty Koshinsky

Recording Secretary

“Conditions Assessment of the Chittenden Mills Jericho, VT, Part 1 – South Wall and Southeast Corner Failure as studied, December 2023 to May 2024.”

1 – Process to arrive at the assessment: The Board determined the need to address concerns about the condition of the foundation in the South Wall following the riverbank collapse that occurred in fall 2019. Sue reached out to Jackson Evans, who made a referral to JHS to work with Eliot Lothrop.

Background: Mr. Lothrop holds an M.S. in Historic Preservation, and is the owner of Building Heritage, LLC, based in Huntington VT. Visit [www.buildingheritage.com](http://www.buildingheritage.com) for helpful resources - Refer to “Interesting and Important Historic Building Preservation Weblinks” for more information.

- Initial assessment cost is \$1,000. Some assessments were done pro bono. Half of the assessment fee was funded by a foundation, and \$500 was paid by JHS.
- Building History: the owner of East Monitor Barn owner (Richmond barn under restoration) also owned the Chittenden Mills when it operated as a creamery.

Eliot’s report summary:

- Southeast corner foundation crack is the area of most concern
- He discussed historic accounts of past work done with Gary Irish, although their conclusions of the historic conditions differ.
- The original building foundation line differs from the current building footprint. ECI installed crack monitors in the foundation wall.
- Second floor support wall has major condition issues in the “gable” corner.
- The roof was last worked on in the 1990’s. The rafters are 1859 roof timbers. Eliot found that the roof was raised by jacking up the building roof in the 1880’s addition.
- Cost estimates: stabilizing the corner will require \$18,000. A structural engineer – Bob Neeld – will need to be hired. Sue will contact Jackson Evans to start a grant application. Preservation Trust of VT will help JHS obtain grants to cover costs. The “R” fund has funds available to pay for this stage of restoration work.
- Paula Carrier – Town Administrator – needs to be notified that building stabilization must be done first before any Riverbank work starts. She is the Town ‘s contact person for the riverbank project.
- The board needs to decide when and where a presentation for the community will be held. Eliot will support our efforts. He will be invited to lead a Q&A and give his PowerPoint presentation. He suggested a well-timed press release to announce the project’s startup. He suggested featuring the prominence of the building both locally and nationally.
- Next steps – start a capital campaign.