



**Waterbury Historical Society Board Meeting**  
**November 19, 2025, Steele Community Room, 4:30pm**  
Present: Cheryl Casey, Bill Woodruff, Margaret Moreland, Laura Parette,  
Joe Camaratta, Grace Sweet, Margo Sayah, Ryan Geary, Jill Chase  
Guests: Tom Leitz and Bill Shepeluk

Agenda Item	Discussion	Action
Minutes of <a href="#">Oct 15</a>		Approved
Operations Reports	<b>Leadership Reports:</b> Read the link at left for details.  <b>Financials:</b> The <a href="#">financial report for October</a> at this link.	
Ongoing Business	<b>History Center Revamp:</b> Ryan shared his <a href="#">Exhibit Revamp Action Plan</a> . As items are packed up they will be well labeled and documented. The HC is closed and Laura has “closed” signage going up. A first work party will begin on Tues. Nov. 25.  <b>Annual Appeal:</b> The appeal went in the mail Nov. 10 and Joe has received some donations already. The Leadership Report contains a summary of the 2024 - 2025 Annual Appeal and a comparison of this year's results to the previous year. The new members we attracted in the 2023-24 appeal we were unable to fully retain in the 2024-25 appeal. Laura spoke to the importance of a personal touch when trying to retain members who have yet to/forgotten to donate. Laura proposed board members conduct a follow-up effort (via email, phone, etc.) in Jan/Feb to those who have yet to renew. Everyone takes a couple names and with a “script” we make a personal touch.	Appeal follow-up details at January meeting.
New Business	<b>Historical Society use of space (Tom Leitz - Municipal Manager):</b> Tom Leitz attended to discuss moving/swapping town office space (zoning and planning center space) with where the Dr. Janes' exhibit space presently is. The town needs more quiet space for those departments. One pro would be that it would make the HC more visible and accessible to the public. It would serve as the gateway to the museum as well as workspace and Stacey's office. We would still	

	<p>have access to the vertical files on the 2nd floor and storage closet. Need to check the obligations of the Squier Family donation. Bill Shepeluk spoke to the building's history and why we have a Municipal Complex. He recommended we move slowly and review the MOU between the library, WHS and town. Make sure we understand our own history.</p> <p>Advised how the public might perceive the use of the Janes house for offices or the planning/zoning area treated as a museum. No timeline from the town for this "suposal" to move.</p> <p><b>Board Transitions:</b> Thanks to Jill, Bill, Grace and Anne. Cheryl to connect: Grace and Bryan about secretariat duties. Jill and Ryan-Jill offered to continue monitoring the WaterburyHistoricalSociety@ email. Presently that is not an official VP duty but Ryan is interested. Discussion about officers having their own WHS email addresses and how that would be a good idea. Committees: Jill to stay on collections</p> <p><b>Town Plan</b> - History (WHS) and Arts/Culture (Waterbury Arts) came to the meeting with similar aspirations/goals. The 2 organizations decided to take the PC draft and refine it based on shared input.</p> <p><b>SCR Exhibit Space-WHS</b> plans a 250th exhibit for summer/fall 2026.</p>	<p>Review Dr. Janes' will and MOU's.</p> <p>Laura has Grace's secretarial book and will get it to Bryan.</p> <p>Cheryl and Laura working on.</p> <p>Discuss at January meeting.</p>
<b>Call for New Business</b>	<b>Program Committee</b> -January program during Winterfest! Thursday, January 29, 5:30 p.m., presentation by Brian Lindner on the history of the Mt. Mansfield Ski Patrol. Location: Steele Community Room	Laura is happy to create a poster.
<b>Next Meeting</b>	January 21, 2026 at 4:30 in the Steele Community Room.	No December meeting
<b>Meeting Adjourned</b>	6:09pm. Notes respectfully submitted by Laura Parette.	Note: text in <u>blue and underlined</u> are links. Click on them and check it out!