

STEERING COMMITTEE FOR CREATION OF WEST POINT HISTORICAL SOCIETY

I. Minutes for meeting July 9th 2007

Members:

a.	Bill Palmer(Carolyn)	843-6177	twoturtles@cox.net
b.	Ty Bland(Ann)	843-2731	785-4417 tbland@inna.net
c.	Lynda Weaver(Richard)	843-3343	lweaver@forcesupport.com
d.	Mark Neale(Bet)	843-3899	mneale@verizon.net
e.	Martha Wood(Lawrence)	843-3243	mwood@pamunkeylibrary.org
f.	Baylor Nichols(Gail)	843-4418	gcarternichols@verizon.net
g.	Connie Peay(Jim)	843-2395	trespeays@verizon.net
h.	Richard Hosfield(Joan)	843-3164	rhosfield1@cox.net
i.	Will Addison(Va)	843-3835	vawill77@verizon.net
j.	Neil Barbor	843-2228	nbarber@west-point.va.us
k.	John Lee	843-2496	keonimus@aol.com
l.	Juanita Cawley(Bill)	843-2017	jcawley3@cox.net
m.	Don Carver()		carverdon@aol.com
o.	Alice L. Reid	843-3497	
p.	Muriel B. Epps	843-3346	
q.	Lillian Blondek	843-2625	
r.	Frances Thornton	843-3848	
s.	Virginius Thornton	843-3848	
t.	Denise Ragsdale	843-3860	ragdalejdlj@msn.com

II. Members Present: Baylor Nichols, Mark Neale. John Lee, Alice Reid, Ty Bland, Richard Hosfield, Francis Thornton, Virginius Thornton

III. Purpose of Steering committee

Create formative mission statement
Create Constitution & Bylaws
Secure proper tax exempt status 501-C3
Locate permanent/temporary facility to start archiving material
Obtain a Charter
Recruitment of members
Formation of Historical Society with election of officers

IV. Steering Committee Projects

Facility Procurement – ***Ty Bland*** (possible use of Parks and Receptions building)
Charter/501-C3 – ***Baylor Nichols*** (on hold until till Jack Spain’s talk)
Catalog and review of present historical data at library – Martha Wood
Constitution & By-Laws, Mission statement - ***Bill Palmer & Richard Hosfield*** (on going - presented 05/14/07)

State's Historical Designation for town of West Point and ramifications for possible available funds for Historical Society. – Lynda Weaver

V. Suggested projects to consider

Visitation to other historical museums in small towns (KW & K&Q) plus other small towns.

Open house party to get new members to come on board and sign up as members of the Historical Society.

Brochure to explain the three types of memberships based on by-laws.

VI. Individuals needed for following positions

1. Public relations committee person to coordinate HS information to local paper.
2. Treasurer to handle funding already set aside for HS.

VII. Projected target dates

1. Facility to use as a start-up museum for HS by September 2007
2. Membership drive to bring on more people prior to formation of HS by October 2007
3. Election of officers and formation of HS by November 2007

VIII. Discussion July 9th meeting:

1. Jack Spain was our guest speaker from K&Q Historical Society. Jack handed out information pertaining to steps involved to start a Historical Museum for the West Point area. General discussion was held also in regards to formation of a Historical Society for the Town of West Point. Jack suggested that once our Society was formed that a biannual bulletin be circulated to members giving historical information, current events and upcoming guest lectures.
In addition, Jack suggested that along with the above that a sequencing of formulation for the Historical Society start with a Statement of Purpose (Mission Statement), By Laws, Articles of Incorporation, and a 501-C3 letter for tax exempt donation be established.
2. Member requests were made to change the meeting date to the third Monday of the month to better accommodate members of the committee. General consensus agreed and the next meeting was scheduled for the third Monday in August and September at 7:30 PM

IX. Next meeting

Date: August 20th 2007

Time: 7:30PM

Place: WP Police Station Conference room.

AGENDA

STEERING COMMITTEE FOR CREATION OF WEST POINT HISTORICAL SOCIETY

Location: WP Police Department conference room

Time: 7:30 PM

Date: Monday August 20th 2007

Agenda:

1. Further discussion/final draft of the mission statement and By-Laws – Richard Hosfield and Bill Palmer.
2. Status of discussion with legal attorney in regards to 501C-3 and Articles of Incorporation – Baylor Nichols/Karen Richardson.
3. Public Relations to advertise membership drive.
4. Plans for membership gathering at Lynda Weaver's home.