



# Row House, Inc.

## Hallowell's Historical Society

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P.O. Box 3 ~ Hallowell, Maine 04347

[www.rowhouseinc.org](http://www.rowhouseinc.org) email [rowhouseinc@gmail.com](mailto:rowhouseinc@gmail.com)

Annual Meeting Minutes  
October 31, 2020  
Hallowell City Hall Auditorium  
Hallowell, ME 04347

Meeting called to order at 2:03PM by President Larry Davis.

Attending: Erin Ballew, Larry Davis, Adam Fisher, Raymond Hicks, Carolyn Manson, Bob McIntire, Hanneke McQuoid, Mary Moody, Judy Skehan

Secretary's Report – Minutes to Annual Meeting 2019 were distributed by email for review. Hanneke McQuoid motioned to accept the minutes. Mary Moody seconded the motion. The vote to accept the minutes was unanimous.

Treasurer's Report – Mary Moody, Row House Treasurer, provided an Expenditure Report for 2019-2020 and a Proposed Budget 2020-2021. Beginning checkbook balance was \$7581.99. And the ending balance was \$3,822.91. The projected income for the period is \$6,100.00. Expenditures are projected at \$5877.00. A copy of the Treasurer's Report accompanies the minutes. Hanneke McQuoid moved to accept the Treasurer's Report. Adam Fisher seconded the motion. The vote to accept the Treasurer's Report was unanimous. The Trustees discussed the Proposed Budget for 2020-2021. There was some question about the ability of Row House to match the grant offered by the Maine Bicentennial Commission. Carolyn Manson made a motion to table acceptance of the proposed budget until the next Board of Trustees meeting. Ray Hicks seconded. The vote to table the budget was unanimous.

President's Report – Larry Davis submitted the following report:

Row House, Inc.  
President's Annual Report  
2019-2020

### Introduction

In 2019 our outlook for 2020 had a strong list of activities, membership drives, fundraising events and a primary project to complete the Hallowell Historic Building Survey. Unfortunately, the best laid plans of mice and men often go awry to quote Scottish poet Robert Burns.

### 50<sup>th</sup> Anniversary Celebration

On November 9, 2019 we held our 50<sup>th</sup> Anniversary Reception at one of the finest historic homes in Hallowell. Thanks to our gracious hosts, Kristen Aiello and Walter McKee the reception was a smashing success. The food was fabulous. A great time was had by all.

Row House Annual Meeting October 31, 2020

2

### COVID 19

As we were developing plans to celebrate Maine's Bicentennial and execute our other 2020 plans, COVID 19 threw us a monkey wrench. While some plans were stopped cold others were modified to the circumstances. Instead of in person monthly Trustee meeting, we quickly moved to ZOOM meetings which has worked well.

### Row House Membership

In 2019, we grew the membership to 144 from a low of 76 due to a much higher visibility in the community with our Hallowell history education programs, fund raisers and recruiting members at the polls and OHD. In 2020 we dropped to 109

### Hallowell Historic Building Survey

Our top priority for 2020 was the Hallowell Historic Building Survey which updates the 1968 survey of historic buildings in our Historic District. This includes mapping, pictures and in depth description details on each building in the Historic District all of which will be entered into CARMA data base located with the Maine State Historic Preservation Commission. We were very lucky and thankful that 16 of our members volunteered to conduct the survey and 4 members volunteered to enter the surveys into the data base.

Number of buildings mapped	100%	565
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Number of buildings surveyed	100%	565
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Number of surveys entered	50%	282 est.
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Remaining tasks: Identification of architectural style of each building, entering remaining surveys in the data base and rephotographing of a limited number of buildings.

### Maine State Bicentennial Celebration

While we planned a Maine State Bicentennial Pre-Party at the Old South Church to include two presentations: Benjamin Vaughan and the *Creation of the State Seal* by Ron Kley and *A Tale of Two Capitals-Hallowell vs Augusta* by Earle Shettleworth. The date was March 14<sup>th</sup> and all activities were halted that Thursday. Row House received a Bicentennial celebration grant in cooperation with the Vaughan Woods and Historic Homestead and the Hubbard Free Library. Grant proceeds can still be used so we adapted and video-taped the presentations and uploaded to the Maine Digital Archives and accessible with links from our web page and others as well

### A Tour of Hallowell 1820

We also planned a Trolley Tour on Old Hallowell Day of Hallowell Homes in 1820. This will also be put into a virtual tour.

### Other Events

We were fortunate to add Sylvie Charron and Doug Jennings to our Board of Trustees. Excellent additions that strengthened our board.

In May, we hired a summer intern, Mary Hicks to worked on the Historic Building Survey by scanning the 1968 Survey so it can be entered into the data base.

Due to the sale of the Janice Cross home and garage, we lost our storage space for Row House materials and our Row House float. We purchased a 12 X 20 shed as a permanent storage location.

Row House Annual Meeting October 31, 2020

3

### Outlook for 2020-2021

Priority for next year will be the final completion of the Hallowell Historic Building Survey and direct involvement with the Comprehensive Planning Process. This includes applying for a Federal Grant through the Maine State Historic Preservation Commission to be used in updating the Hallowell Historic District building ordinances.

We also look to increase our membership, conducting at least two educational programs and find new methods to raise funds along with the Lobster Stew Supper. Finally, hold our annual gala.

Larry Davis  
President

Carolyn Manson moved to accept the President's Report and Ray Hicks seconded the motion. The vote to accept was unanimous.

Nomination and Election of Trustees to a two-year term.

Larry Davis, Bob McIntire, Erin McGrath, Lisa Rigoulot, Earle Shettleworth, Judy Skehan, Mark Weisendanger. Carolyn Manson moved to accept nomination of Trustees and direct the Secretary cast one vote for the slate. Mary Moody seconded the motion. The vote to accept was unanimous.

Nomination and Election of Officers one-year term

Larry Davis, President  
Erin McGrath, Vice President  
Mary Moody, Treasurer  
Bob McIntire, Secretary

Ray Hicks moved to accept slate of officers and direct the Secretary cast one vote. Carolyn Manson seconded the motion. The vote to accept was unanimous.

Motion to Adjourn

A motion to adjourn the meeting at 2:45PM was made by Hanneke McQuoid. Ray Hicks seconded the motion. The vote to adjourn was unanimous.

## Treasurer's Report

Assets		
Camden National CD	\$ 56,308.32	
TD Bank North CD	\$ 9,304.49	
Checkbook Balance	\$ 3,822.91	
Total Assets	\$ 69,435.72	
Liabilities		
Advertising Champion Fall 2020	\$ 450.00	
Intern Stipend	\$ 1,000.00	
Total Liabilities	\$ 1,450.00	
2019-2020 Budget Review		
Starting Checkbook Balance	\$ 7,581.99	
Income	\$ 4,291.56	
Expenses	\$ (9,714.84)	
Outstanding checks	\$ (1,664.20)	
Check Book Balance	\$ 3,822.91	
Proposed Budget 2020-2021	Income	Expenses
Memberships	\$ 4,100.00	
Fund Raiser	\$ 2,000.00	
Bicentennial Grant	\$ 1,163.00	
Total Income	\$ 6,100.00	
Copying		\$ 200.00
Postage		\$ 100.00
Florist		\$ 100.00

Fund Raising		\$ 500.00
Vaughan Homestead		\$ 500.00
Bicentennial Match		\$ 1,163.00
Intern Stipend		\$ 1,000.00
Safety Deposit Box		\$ 65.00
Post Office Box Rental		\$ 90.00
Board Insurance		\$ 744.00
Eliza Clark Lowell Award		\$ 100.00
Secretary of State		\$ 35.00
Web maintenance		\$ 500.00
Historic Building Survey		\$ 180.00
Gift Cards		\$ 100.00
Office Supplies		\$ 50.00
Advertising (Champion)		\$ 450.00
Total Expenses		\$ 5,877.00