

FY22
BUDGET REQUEST

**WATERFORD
HISTORICAL SOCIETY**



TOWN OF WATERFORD
15 Rope Ferry Road
Waterford, CT 06385
860-442-0553

SOCIAL SERVICES GRANT FUNDING REQUEST

ORGANIZATION NAME:

Waterford Historical Society, Inc.

REQUEST DATE (FISCAL YEAR):

Fy 21/22 (July 1, 2021 - June 30, 2022)

REQUESTED AMOUNT:

\$5,000.00

BENEFIT STATEMENT (Describe how these funds will be used)

Town of Waterford funds would be allocated for fixed building expenses (utilities, ISS security systems, insurance) and for our community members—monthly events, "Art in Waterford," docent training, workshops—and for school-related curricular enhancements in all 3 elementary schools, at Clark Lane M.S. and on Jordan Green.

Per Town of Waterford Budget Guidelines: please attach a certified audit report of all funds appropriated during the last completed fiscal year to your funding request.

DECLARATION

I, the requester, understand that I am requesting public funds from the Town of Waterford.
I declare that this request does not pose any potential conflict with the Town of Waterford
and I will provide any documentation requested by the Town of Waterford to authorize
funding this request or review the appropriateness of the request.

K. E. McNeil
Signature (President)

18 November 2020
Date

WATERFORD HISTORICAL SOCIETY, INC.
P.O. Box 117, Waterford, CT 06385
860-389-7529

18 November 2020

First Selectman Robert J. Brule
Town of Waterford
15 Rope Ferry Road
Waterford, CT 06385

IN RE: Request for \$5,000.00 Funding: Fiscal Year 2021-2022

Dear Mr. Brule:

Thank you for accepting our request for some funding during the fiscal year 2021-2022. The Waterford Historical Society, Inc., a not-for-profit 501(c)(3) organization, has served the interests of the residents of Waterford and our greater community since 1967. Our legal statement of purpose remains to collect, protect, preserve and serve as caretakers of our past, present and future.

As our organization noted nearly a year ago, financially our organization has been depleted seriously over the past decade. Over the past five years a number of newer members have been restoring our buildings and their contents on Jordan Green, broadening the reach of and enlivening our programming, working more closely with the town's Department of Education and improving our buildings to accommodate the handicapped whenever possible. Although last year we launched plans for significant fundraising, the COVID-19 pandemic has seriously hampered our dreams for several events in 2020. Our meager financial budget cannot be sustained. For this reason, we again are requesting \$5,000.00 in funding from the Town of Waterford this year for fixed and programming expenses.

Our organization has not had income of at least \$25,000 for many, many years. Therefore, we have no audit report to present with our request.

Our current year's budget is \$10,220. Expenditures throughout FY 19/20 totaled \$33,159.53. This figure is much higher than usual due to the extraordinary cost of replacing the roof on our 1740 schoolhouse with historic authenticity. We attach our current FY20/21 budgetary sheet, FY21/22 projected budgetary sheet, and our strict guidelines for safety measures during the COVID-19 pandemic.

We have no staff employed, so we have no personnel costs. Our many volunteers donate much of their personal time to the upkeep of our buildings and their contents, to assisting with research and to providing numerous programs to Waterford residents of all ages.

To determine the annual number of Waterford residents served, our Ways and Means Committee tallied the approximate number of people of all ages served in different ways --- our monthly meetings including the newly created "Second Saturdays" (projected at 200-300, but cancelled due to the pandemic), the second annual "Art in Waterford" weekend (275), the Wreath-Making Workshop (14) and our own members (100+). So, the number of Waterford residents served would be at least 1,000 men, women and children of many cultural and ethnic backgrounds or slightly more than 5% of Waterford's population. However, according to the CERC town profile there are 2084 children aged 5-14 in Waterford. Our Society already impacts all the middle school children in Clark Lane Middle School, The Williams School and Saint Bernard School, since they will be motivated to create qualitative artwork in order to be selected by their art teachers for gallery space in ART IN WATERFORD in August 2021. And our presence will become more apparent with elementary school students, particularly third and fifth graders, in FY 21/22 through class field trips to Jordan Green to learn about local history. In elementary school classrooms in spring 2022, actors in period costumes portraying local historical figures will relate fascinating details from Waterford history. We expect to be training Waterford parents to become docents. So, perhaps the impact of the Waterford Historical Society in FY 21/22 could benefit at least 2,000 town residents, more than 10% of our town's population.

There are no other municipalities who support our organization.

We have received no funding from United Way.

The current total balance of funds owned by the Waterford Historical Society, Inc. is only approximately \$20,000. Our fixed annual expenditures in FY19/20 were \$6,378.49 just for electricity, the ISS security system and insurance; a similar figure in FY 20/21 would be approximately 63% of our budget. With increasing usage of our buildings, especially the smithy, electric bills are rising. We must raise at least \$50,000 to be able to restore our 1838 Beebe-Phillips House in FY 22/23. Our buildings are a critical, but high expenditure for our Society. Our programming costs are merely 25% of our annual budget. Programming is what leads many people to enjoy learning about Waterford's history on many levels and in a variety of ways.

This coming year we must cover the projected fixed costs of \$6,600 for electricity, insurance, security, repairs and general maintenance for our buildings on Jordan Green. This sum represents about 65% of our total budget. One-half of our request (\$2,500) would be allocated for maintaining our buildings. Increasing activities and visibility is anticipated for Jordan Green and with those positive aspects, increased possibilities exist for potential liability issues. Citizens of Waterford and other communities have entrusted precious family and local items to our not-for-profit organization, since they have recognized the immutable focus and purpose of our organization, so we must keep their donated assets safe. Our budget is never subject to the changing tides of taxpayer priorities that governmental budgets face. But in prior years our organization has not brought its financial needs to the general community. Last year our Society launched a 3-year "Vision" fundraising campaign in order to become as financially healthy as we were in the 1980's, but all implementation has been postponed by more than a year due to the pandemic.

The other one-half of our request (\$2,500) would be applied toward programming, events and curricular interface with the Department of Education. Town funds probably would be spent on printing, publicity and costuming. Attached is our 2020-2021 calendar of events, impossible without the many fine volunteers in our Society. We are working closely with the Assistant Superintendent on curricular initiatives. We will continue formalized training for docents in April 2021 and have encouraged parents to receive this training, so that they can assist with field trip success in the spring of 2021. A core group of Society members is creating short dramatic scripts for costumed actors to perform in the elementary classrooms; scripts will involve local men and women, places and events from the 18th century through the 20th century. Other educational events for people of all ages will be woven into "Second Saturdays", which families and people of all ages can attend on Jordan Green.

We hope that the Town of Waterford will help us regain our financial stability through funding us \$5,000 for FY 21/22. Thank you in advance for considering our request.

Respectfully,



Kristen M. Widham
President

Waterford Historical Society, Inc.
Budget: July 2020 – June 2021
PROJECTION: Deficit @ \$5,770.

INCOME (Projected)

Donations:	Cash	1600.
	Goods	TBD
	Services	TBD
Membership Fees		500.
Town Grant		TBD
Research Fees (archival/genealogical/etc.)		50.
Beverly Foss Trust Income		50.
Evelyn C. Widham Trust Income		250.
Events' Income		<u>2000.</u>
TOTAL		\$ 4,450.

EXPENSES (Projected)

Bank Fees		\$ 40.
Events: Monthly Programs (speaker fees, other expenses)		1500.
Insurance		3100.
Legal Fees		0.
Maintenance & Repairs		800.
Miscellaneous		250.
Office Equipment (printer/cellphone/etc.)		0.
Office Supplies (computer ink/stamps/paper/etc.)		300.
P. O. Box Fee		120.
Printing		200.
Publicity: Website		300.
Security: Alarm System & Fire Extinguishers/Equipment		1400.
Telephone Service		110.
Utilities: Electricity		1900.
Water		<u>200.</u>
TOTAL		\$ 10,220.

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ASSETS (Approximate / Current)

Cash/Checking Account(s)	\$ 6,000.
Foss Trust Account(s)	14,000.
Property (Buildings)	447,875.
Goods (All Other Material Items)	41,281.

LIABILITIES (Projected for 2022)

Restoring/repairing Beebe-Phillips House	\$ 50,000.
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Waterford Historical Society, Inc.
Budget: July 2021 – June 2022
Approved by the 5 Officers - 22 September 2020

INCOME (Projected)

Donations:	Cash	1600.
	Goods	TBD
	Services	TBD
Membership Fees		500.
Town Grant		1800.
Research Fees (archival/genealogical/etc.)		50.
Beverly Foss Trust Income		50.
Evelyn C. Widham Trust Income		250.
Events' Income		<u>2000.</u>
TOTAL		\$ 6,250.

EXPENSES (Projected)

Bank Fees		\$ 40.
Events: Monthly Programs (speaker fees, other expenses)		1500.
Insurance		3100.
Legal Fees		0.
Maintenance & Repairs		800.
Miscellaneous		250.
Office Equipment (printer/cellphone/etc.)		0.
Office Supplies (computer ink/stamps/paper/etc.)		300.
P. O. Box Fee		120.
Printing		200.
Publicity: Website		300.
Security: Alarm System & Fire Extinguishers/Equipment		1400.
Telephone Service		110.
Utilities: Electricity		1900.
Water		<u>200.</u>
TOTAL		\$ 10,220.

ASSETS (Current)

Cash/Checking Account(s)	\$ 6,038.00
Foss Trust Account(s)	18,405.50
Property (Buildings)	447,875.00
Goods (All Other Material Items)	41,281.00

LIABILITIES (Projected for 2022)

Restoring/repairing Beebe-Phillips House	\$ 50,000.00
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Waterford Historical Society, Inc.

SAFETY MEASURES FOR USE OF OUR JORDAN GREEN BUILDINGS

Summer 2020

"ART IN WATERFORD"

Friday, August 7 – Sunday, August 9, 2020

This event in and near our buildings on Jordan Green will be held using safety measures in keeping with the pandemic advisories in order to protect every volunteer and every guest.

Parking will be in the Jordan Green parking lot, on the grass along Avery Lane and behind the library.

Every volunteer must wear a face mask to cover noses and mouths both indoors and outdoors. The Society will have a limited number of face masks for anyone not bringing his/her own mask.

Every volunteer must wear disposable gloves. The Society will provide a limited number of disposable gloves for people not bringing their own gloves.

Every guest must wear a face mask. A guest may purchase a face mask for a fee.

Every guest must have his/her temperature checked before receiving an entry pass for each building.

Each of our 4 buildings will have doors open during the viewing hours, essentially 9:30 AM – 4:30 PM to allow good ventilation. Appropriate extra openings --- windows and sliding barn doors --- also will be opened.

No more than 5 people will occupy an interior space at any time.

Everyone must maintain the 6-foot rule for maintaining healthful distances from each other.

Traffic footpaths will be placed on the floors of each building. Entry and exit locations will be marked.

The Society will have disinfectants and large garbage bags available in each of the 4 buildings.

Anyone not abiding by these standards will be dismissed from the event.

Respectfully,

Kristen M. Widham, President

{in consultation with Robert Brule, First Selectman}

Waterford Historical Society, Inc.

2020 Calendar

- August 8 & 9** 10:00AM-4:00PM Event for our community
"ART IN WATERFORD: Past + Present + Future"
Jordan Green
- August 24** 4:30-6:00PM Celebrating the Success of
"ART IN WATERFORD 2020: Past + Present + Future"
Langley's restaurant at Great Neck Country Club
(volunteers, participants and donors only)
- September 12** 8:00AM Tending our Buildings
Jordan Green
- September 17** 5:30PM Social
6:00PM Monthly Member Meeting
Stacy Barn & Miner Educational Center
- October 10** 8:00AM Tending our Buildings
Jordan Green
- October 15** 5:00-6:30PM Social Time & Monthly Member Meeting
Goshen Fire Department, Second Floor
- November 12** 5:00-6:30PM Social Time & Monthly Member Meeting
Goshen Fire Department, Second Floor
- November 14** 8:00AM Tending our Buildings & Decorating
Jordan Green
- 8:30-10:00AM & 10:00-11:30AM Wreath-Making Workshops
Collaboration with Thames River Garden Club
Reservations required: limited to 20 people
Goshen Fire Department, Second Floor
- November 28** 8:00 AM Tending our Buildings & Decorating
Jordan Green
- December 8** 3:30-5:30 "Caroling and Cookies"
Jordan Green

Waterford Historical Society, Inc.

2021 Calendar

- February 11** 5:00-6:30PM Social Time & Monthly Member Meeting
Jordan Fire Department, Second Floor
- March 11** 5:00-6:30PM Social Time & Monthly Member Meeting
Jordan Fire Department, Second Floor
- April 8** 5:00-6:30PM Social Time & Monthly Member Meeting
Jordan Fire Department, Second Floor
- April 15** 6:30PM Social
7:00PM "Local Jewish History"
Rabbi Aaron Rosenberg, Rabbi Emeritus
Temple Emanu-El in Waterford
- April 17** 8:00AM Tending Our Buildings
10:00AM Docent Training: "Second Saturdays"
1740 Schoolhouse on Jordan Green
- May 8** 10:00AM -1:00PM "Second Saturday" [with Docents!]
Jordan Green (FD truck)
- June 12** 10:00AM-1:00PM "Second Saturday"
Connecticut "Open House Day"
Jordan Green (FD truck)
1:30PM Annual Meeting & Luncheon
Stacy Barn & Miner Educational Center

Summer Events:

- July 10** 10:00AM-1:00PM "Second Saturday"
Jordan Green (FD truck)
- August 14 &15** 10:00M-4:00PM Event for our community
"ART IN WATERFORD: Past + Present + Future"
Artwork exhibits, *en plein aire* painters, live music and more
Jordan Green