

Dunkirk Historical Museum

Meeting Minutes

August 13, 2025

Present: Catherine, Matt, Graham, Kay, Roger, Roy, Diane

Meeting Called to Order: 6:03pm

Public Comments: n/a

Secretary's Minutes: approved by Kay

Treasurer's Report: Matt reviewed all account balances.

Director's Report:

- Solving email issues to appear more professional.
- Signed up for a TechSoup account, which gives us services, like Microsoft, at a heavy discount. Still waiting on approval.
- A letter drafted to potential donors, with the hopes of renovating the existing building and/or acquiring a different building. Need to brainstorm potential donors and have a list of planned projects to reference when asking for donations.
- Submitted Bed Tax Application, which will give us money as a tourism destination.

President's Report:

- Matt and Monica will be tabling at the History Expo on 8/23, with a display of postcards of hotels and hospitality. There will also be books for sale.
- Four new computers were requested and approved by N.C.C.F.
- Need to come up with a volunteer recognition program.
- Various fundraising ideas were discussed, but the priority is finding volunteers to help with fundraising efforts.
- Need/want an on-demand two hot water tanks, looking for grant funding for this project.
- Submitted reimbursement request for the grant we received for the building's foundation.

Curator's Report:

- The main hall is getting revamped and exhibit cases are being rearranged.
- Police exhibit is in progress, and some loans are needed to complete the exhibit. The exhibit should be ready by September 1.
- Wants: grant funding for a school display, 360 exhibit case for the lion, and mannequins.
- Need to put together a case statement to help with grant writing. Plans to approach alumni associations starting next year for potential monetary donations.
- Spheres of Influence handout distributed.

Old Business:

- Railroad: painting and repairs were completed on the train at the fairgrounds, but welding and caboose work still need to be completed.
- Fair week statistics: 939 visitors, \$101.11 in donations, \$338.61 in sales.

New Business:

- Moisture and humidity concerns were raised by Diane.