Staffed office hours

10-1 (same hours as the town hall hours and extend later)

when no one shows up: inventory things in the office

Ideas:

treat every Saturday as an individual exhibit. Bring something out of a bin

Some space inside the office: 2 melamine bookshelves. One with photo albums. One still empty.

Photos:

Viewing station: Photo collection: many of our collection is printed 1500 prints in the binders. 900 Fairchild glass plate negatives scanned and on flash drives. One flash drive is on the desk. Also Lyssa printed a contact sheet. And old prints of photos in grey (?) boxes. Deb Lazar had/has a huge printer that printed on canvas. PHS has given a lot of photos to the VHS.

Make a lower res copy of all the photos to exhibit online?

May invest in a couple hard drives, and maybe a computer.

Listening station:

headphones and a player.

Genealogy:

should/will catalogue the records in the Town Hall.

Drawer 1 seems to be catalogued by Stuart.

Check out what is saved on the old computer.

Have Stuart come and show us where stuff is on that computer.

Bonnet case:

shouldn’t be used as our bookcase. Too fragile, rubs on floor. Use it as a display case, up on something. LED battery powered light could go inside. One unit a year of displays for the whole “gallery” space at Next Stage.

Storage:

Tom measured. 4’ 47’ one-deep volume of plastic bins. Could we better utilize the space. More than 4’ high?\

Tasks:

* Bring cardboard boxes of books and postcards up to storage room
* Find a bookcase (may be one in the community room).
* Bring back books that had been in bonnet case.
* List audio files
* List digital photos
* List printed photos
* List files here at town hall
* List of maps available

April 2 Leah Maryann

9 Lyssa

16 Tom

23 Lindley

Tom and Lyssa will be there March 19.

Susan Koschinskas has volunteered to design our newsletter. Let’s pull together a spring newsletter. An article about our office hours!