

Museum at Portland Head Light
Board Meeting Minutes
November 9, 2009

The Museum at Portland Head Light Board of Directors meeting was convened by Chairman James Rowe at 7:00 p.m. in the William Jordan Conference Room at the Cape Elizabeth Town Hall. Present were Chairman James Rowe, Directors Penney Jordan, David Sherman, Sara Lennon, Paul McKinney, David Backer, Anne Swift-Kayatta, Directors- elect James Walsh and Jessica Sullivan. Also in attendance were Treasurer Michael McGovern, Secretary Jeanne Gross and Assistant Treasurer Debra Lane.

First item on the agenda
A review of gift shop sales

Jeanne Gross reviewed the gift shop sales for FY 2009 compared to FY2008, the current year and monthly averages for the past 5 years.

Sales for FY2009 - \$458,000
Sales for FY2008 - \$508,000

Current year		FY2009	Average
July	\$78,000	\$88,000	\$89,000
August	\$91,000	\$81,000	\$92,000
September	\$123,000	\$106,000	\$102,000
October	\$112,000	\$93,000	\$101,000

Next item on agenda

There was a discussion on the Coast Guard proposal to place a Holiday wreath on the tower. An anonymous Donor has offered to fund the purchase of the wreath. A motion was made by Paul McKinney, seconded by Sara Lennon to accept the Coast Guard proposal. It was accepted by a 7-0 vote.

The Board thanked the staff and volunteers at the Museum at Portland Head Light.

The meeting was adjourned at 7:28 p.m

Submitted by Jeanne Gross.