

Stow Minutemen Company



Annual Meeting — January 8, 2022

Agenda

New Business:

- Attendance (5 minutes)
- Approve Minutes from 2021 (Sent in Advance - 10 minutes)
- Vote in new recruits to active (voting) member status:
 - Any New Members?
- Vote in associate members and junior members:
 - Any New Members?
- Staff Officer reports: (30 minutes)
 - Sgt. Paymaster
 - Sgt. Quartermaster
 - Sgt. Armourer
 - Music Masters
 - Captain

Agenda (continued)

New Business:

- COVID-19 Safety Review (15 minutes)
- Review of Potential 2022 Season (Captain Stokes) (15 minutes)
- Election and Installation of Officers for 2022 (10 minutes)
 - Need all vacancies filled for 2022
- 2022 Scholarship Committee Membership (10 minutes)
 - Any eligible members?
- Dues suspension for 2022 (10 minutes)
- Budget for 2022 season (Captain/Paymaster) (15 minutes)
- Anything We Missed? (5 minutes)
- Adjournment!

Attendance

Active (35 voting):

- Bethany Sepe (1)
- Balzac Family (3)
- Brench, Bonnie (1)
- Matthew Brench + Family (2)
- Joanna Brench (1)
- Caponi, Rob (1)
- Dunnings Family (2)
- Ann Gibson (1)
- Hayward, Ryan (1)
- Johnson Family (1)
- Lawson Family (2)
- Morrell Family(2)
- Needle Family (2)
- Richmond, Ron (1)
- Richmond, Nathaniel (1)
- Schomp Family (3)
- Stokes , Bob (1)
- Stokes, Jeff (1)
- Walrath, David (1)
- Walrath, Rosa (1)
- Walrath, Mateo (1)
- Walrath, Karen (1)
- Schiller, Jacob (1)
- Van Ausdall, Gay (1)
- Weber, Lily (1)

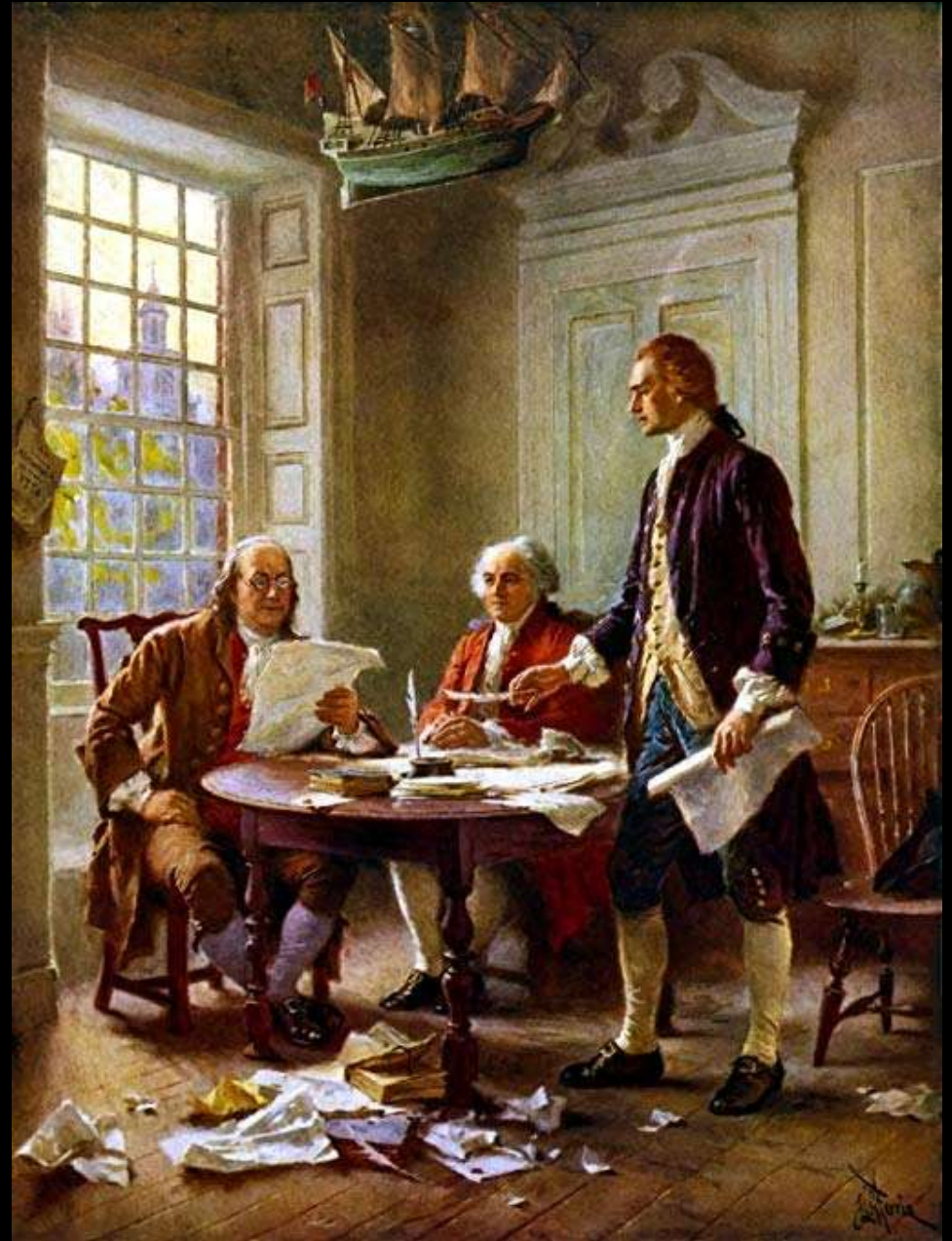
Note:

Needed for quorum: 20% or 7 active members

Minutes from 2021

Vote to Approve:

- Any questions, comments or corrections?
- Meeting minutes for March meeting. January and Feb. minutes have been approved.
- Minutes available on the website for review, along with a recording of the meeting.



Vote in New Members

Active members must have participated in two company events and approved by 2/3 vote of the membership.

New Recruits:

- No new recruits for 2021 season (limited activity)
- Any Associate or Junior members that need to be approved for voting privileges?
- Helen and Ephraim Dunning nominated as Junior members.



Officers Reports

- Sgt. Paymaster's Report
 - Financial update
- Sgt. Armourer's Report
 - Safety update and supplies
- Sgt. Quartermaster's Report
 - Gear and Clothing
- Music Master's Report
 - Fife and Drum update
- Captain's Report
 - 2021 Outlook



Sergeant Paymasters Report — Matthew Schomp

The financial state of the company remains **very strong**

\$5,032.75 loss this year. Many one-time expenses and parade cancelations. Abnormal for

Ending 2021 Bank Balance: **\$21,202.77**

Income was **\$2,500** for the year:

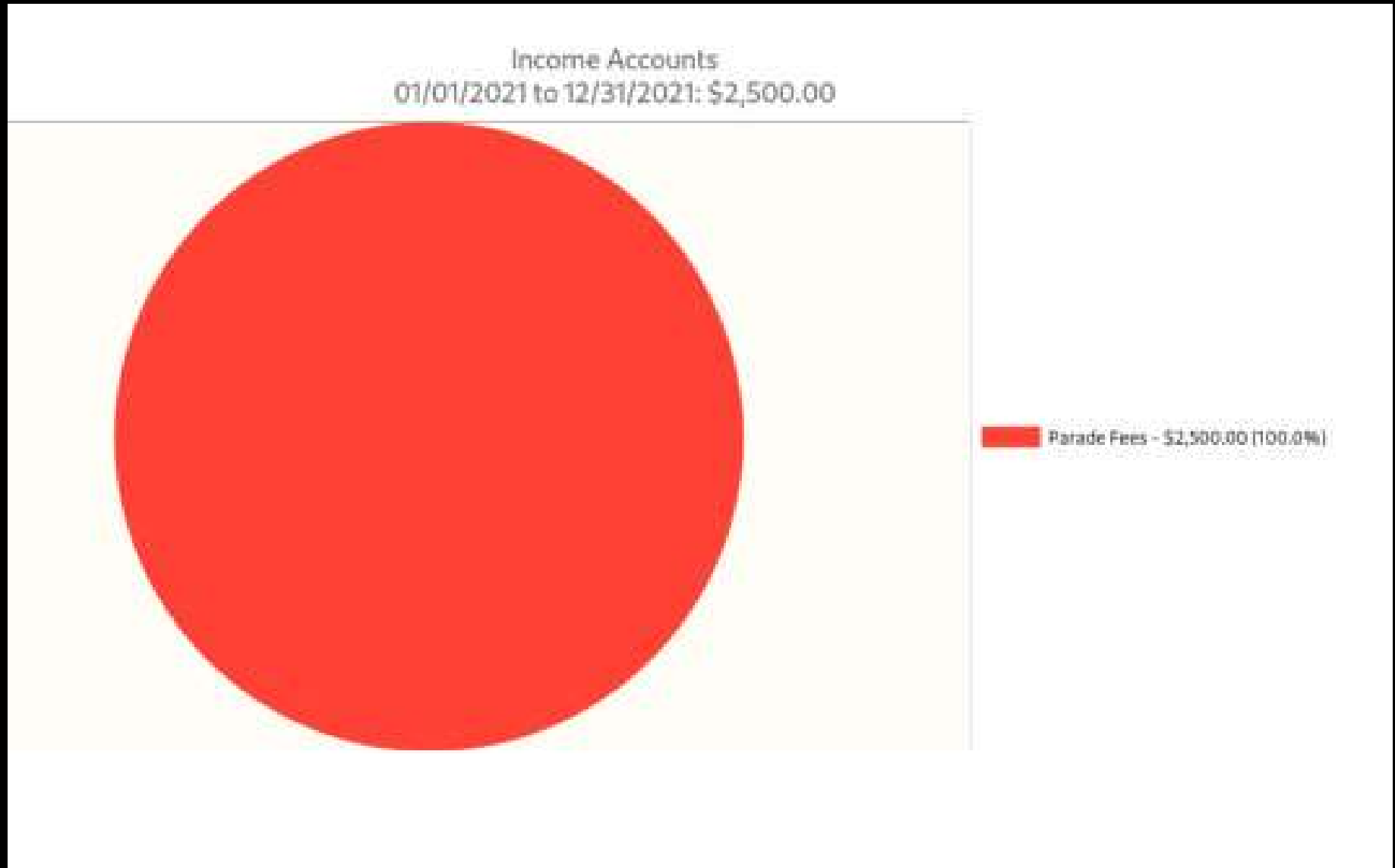
\$900 received from Bolton Fair in 2021 for participation.

\$1,600 received from parades. Income was less due to the pandemic.

There are outstanding checks that have not been cashed. A few minor expenses have not yet been submitted.

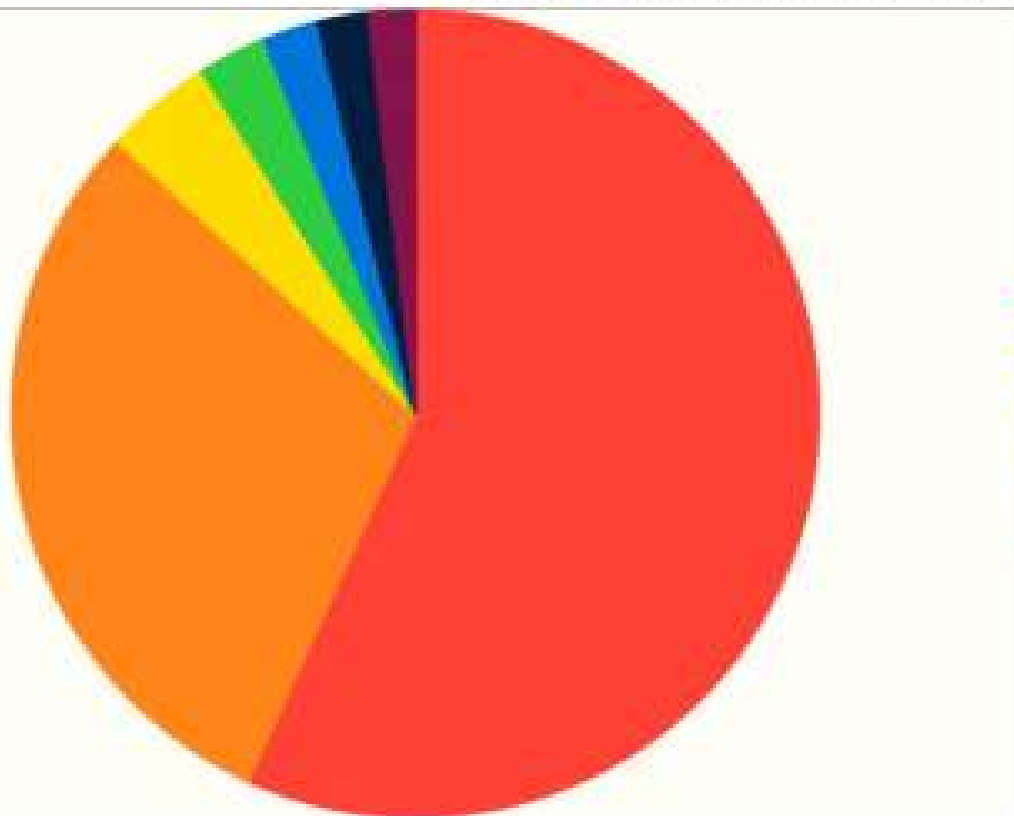
Need to add line items for specific expenses for clarity on large expenses such as the storage unit.

Sergeant Paymasters Report — Matthew Schomp



Sergeant Paymasters Report — Matthew Schomp

Expense Accounts
01/01/2021 to 12/31/2021: \$7,532.75



Scholarship	- \$4,280.49	(56.8%)
Company non-musical supplies	- \$3,255.66	(29.9%)
Insurance	- \$327.64	(4.3%)
Armoury / Black Powder	- \$207.50	(2.8%)
Internet	- \$168.94	(2.2%)
Other	- \$152.50	(2.0%)
Other	- \$140.02	(1.9%)

Sergeant Paymasters Report — Matthew Schomp

Cash Flow - 01/01/2021 to 12/31/2021

Selected Accounts

- Stow Minuteman Expenses
- Stow Minutemen Checking
- Stow Minutemen Income

Money into selected accounts comes from:

Stow Minutemen Income:Parade Fees \$2,500.00

Money In: **\$2,500.00**

Money out of selected accounts goes to

Stow Minuteman Expenses:Armoury / Black Powder \$207.50

Stow Minuteman Expenses:Company non-musical supplies \$2,255.66

Stow Minuteman Expenses:Encampment Expenses - e.g. food \$105.02

Stow Minuteman Expenses:Insurance \$327.64

Stow Minuteman Expenses:Internet \$168.94

Stow Minuteman Expenses:Musical Instruments \$35.00

Stow Minuteman Expenses:Other \$152.50

Stow Minuteman Expenses:Scholarship \$4,280.49

Money Out: **\$7,532.75**

Difference: **-\$5,032.75**

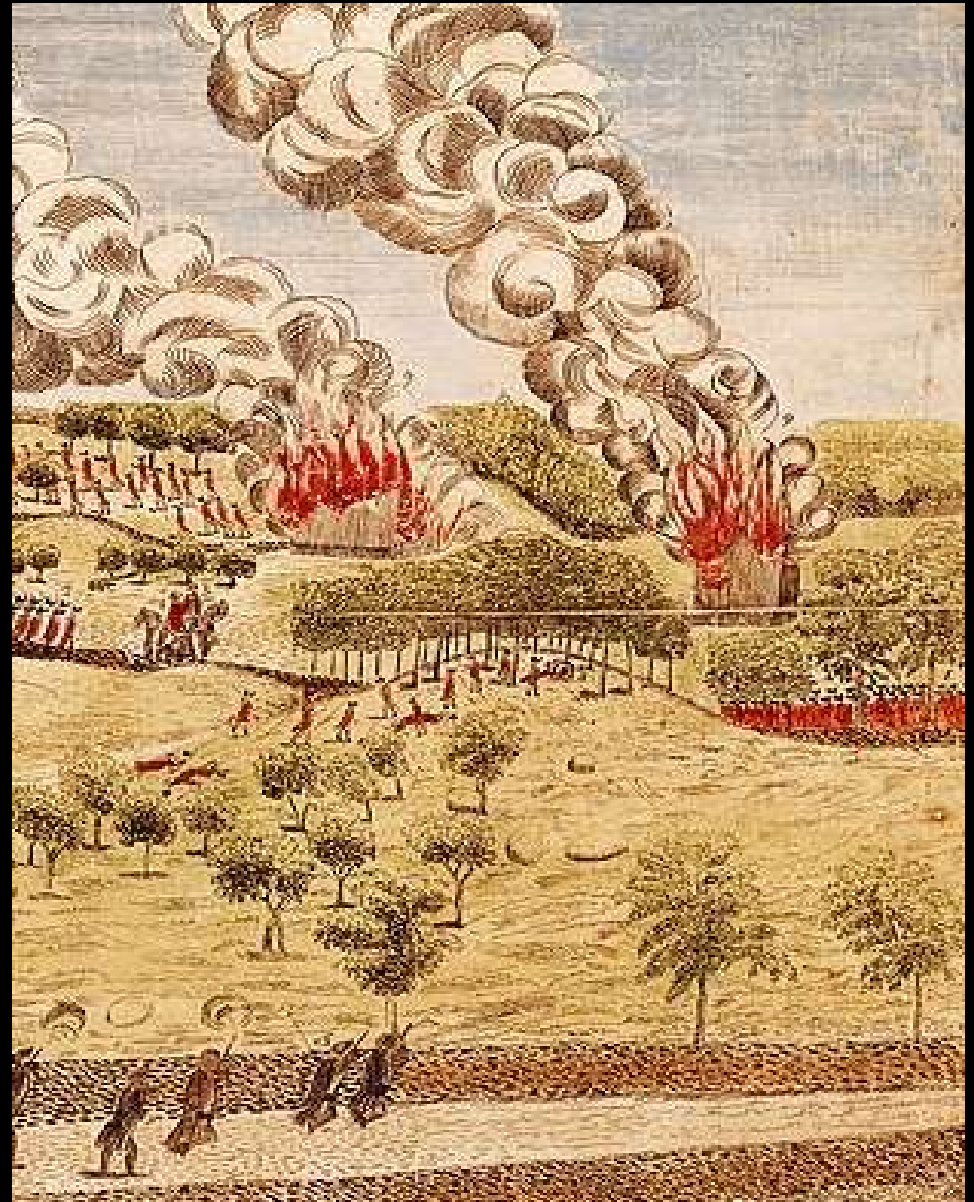
Sergeant Paymasters Report — Matthew Schomp

Budget Report: 2021 Budget using accumulated amounts

	01/01/2021		
	Bgt	Act	Diff
<u>Stow Minutemen Income</u>	\$5,300.00	\$2,500.00	-\$2,800.00
<u>Donations</u>	.	\$0.00	.
<u>Dues</u>	.	\$0.00	.
<u>Medford Encampment</u>	.	\$0.00	.
<u>Parade Fees</u>	\$5,300.00	\$2,500.00	-\$2,800.00
<u>Stow Minuteman Expenses</u>	\$11,950.00	\$7,532.75	\$4,417.25
<u>2015 50th Anniversary expenses</u>	.	\$0.00	.
<u>Advertising</u>	.	\$0.00	.
<u>Armoury / Black Powder</u>	\$350.00	\$207.50	\$142.50
<u>Company non-musical supplies</u>	\$500.00	\$2,255.66	-\$1,755.66
<u>Encampment Expenses - e.g. food</u>	\$850.00	\$105.02	\$744.98
<u>Insurance</u>	\$350.00	\$327.64	\$22.36
<u>Internet</u>	\$200.00	\$168.94	\$31.06
<u>Musical Instruments</u>	\$700.00	\$35.00	\$665.00
<u>Music Instruction Stipends</u>	.	\$0.00	.
<u>Other</u>	\$200.00	\$152.50	\$47.50
<u>Scholarship</u>	\$4,000.00	\$4,280.49	-\$280.49
<u>Trailer</u>	\$3,500.00	\$0.00	\$3,500.00
<u>Trail March to Concord</u>	\$1,300.00	\$0.00	\$1,300.00

Sergeant Armourers Report — Craig Schomp

- Will again act as S.A. for 2022
 - Ongoing assistance from Matthew Schomp or Ryan Hayward as needed.
- No safety issues this year. Limited activity.
- 1764 Manual of Arms for National Park Safety, etc.
 - Standard drill for most units.
- Loaner musket — Available for use at events!
- Non-firing replica musket — we have it!



Sergeant Armourers Report — Ryan Hayward



Powder Usage:

- Captain, Lieutenant and Armourer currently in possession of company powder.
- Purchased 10lbs of black powder.
- Shortage so we should buy more.
- Limited use; limited activity.
- Anticipate usual 1,500 + rounds for 2022 if we have a season. To be efficient, we can roll it all at once.
 - Estimated black powder budget should be \$200 for entire season ($\$28.25 \times 5 \text{ LB} = \141.25). Note the increase in cost. GEOX Powder went out of business/for sale in 2021.

Sergeant Quartermaster's Report—Open Position



Sergeant Quartermaster's Report— Open Position

Upcoming Season:

- We need a new quartermaster to be responsible for the camp gear. This person will split duty with the clothing coordinator (Ann is on break for 2022 season)
- Need to inventory all of the Company assets. This is a group effort to assist the new quartermaster.
- We will not be able to participate in any encampment events (such as OSV) without a quartermaster



Sergeant Quartermaster's Report— Ann Gibson

Clothing inventory:

- Inherited from Linda
 - 5 bins, men/women/children
 - Needs detailed inventory, repair, & ID labels
 - New item purchased from Samson Historical
 - women's cap (Annalisa request)
- New items made by Ann:
 - girl's petticoat (to go with existing gown)
 - 4-piece toddler boy outfit (made with Linda's fabrics)
 - musket table and school table covers
- Used donations from 2 former members and 1 unaffiliated person
- 4 bins, men's & women's, some outdated.

Sergeant Quartermaster's Report—Ann Gibson



Sergeant Quartermaster's Report— Ann Gibson



Sergeant Quartermaster's Report—Ann Gibson

Expenses 2021

- Climate Controlled Storage
 - Prepaid 1 year \$1600+
 - Insurance \$13/months
 - Steel shelving units \$231.63
- Padlock and extra keys \$19.11
- Clothing
 - ID labels \$43.50
 - Womens cap \$40
 - Toddler boy 4-piece outfit \$105.62

Music Master's Report— Bonnie & Matt Brench



Music Master's Report— Bonnie & Matt Brench

Weekly lessons & group practices:

- Continuing, in spite of the pandemic
- We have 1 advanced fife student and 2 intermediate drum students.
- We've recently gained 2 new fife students and 2 new drum students!

Parade Readiness

- Advanced musicians (can play all of our tunes): 4 fifers and 2 drummers
- Intermediate musicians (can play some of our tunes): 2 drummers

Music Master's Report— Bonnie & Matt Brench

A huge accomplishment last summer was obtaining climate controlled storage space for our drums; Prime Storage in Maynard. This was done largely through the efforts of our Clothing Quartermaster, Ann. The Company clothing has also been transferred to this location.

Drum Inventory:

- Out on loan:
 - 1 adult size snare drum
 - 1 youth size snare drum
- Ready for loan:
 - 3 adult size snare drums
 - 2 youth size snare drums
 - 1 adult size bass drum
 - 1 slightly smaller bass drum for a youth or small adult
- For demonstrations:
 - 1 refurbished, adult size snare drum
 - 1 youth size converted snare drum



Ensign Report — David Wabath

➤ One Follow up from prior years:

➤ Flags will require cleaning. Flags should be retired and replaced within the next few years (wearing out). Condition should be reviewed before April.

Captains Report — Bob Stokes



Captains Report — Bob Stokes

➤ **COVID-19 Safety for 2022 Season:**

➤ Did participants feel comfortable participating in events for this past season? Are there events we should avoid?

➤ Plan of action for participation:

- Follow DPH guidelines and assess your ability to participate;
- Officers will seek input from membership on any additional requirements.

➤ Meet on a quarterly basis (via Zoom) as a company to review current conditions and make calls for upcoming events in advance of dates.

Proposed Event List — 2022 Season

Green - Paid Event

Red - Music Event

Bold - Important Event

Proposed Official Company Events:

- Bedford Pole Capping ~ Sat. April 9th 10am (captain/adjutant)
- Battle Road + Tower Park ~ Sat. April 16th 10AM (Lieutenant)
- **Stow Annual Trail March** ~ Mon. April 18th @ 4:30am (captain/adjutant) (note: Sunday prior is Easter)
- **Wm. Diamond Muster** ~ Sat. May 7th (music master)
- **Center School event** ~ Cancelled 2022. TBD in 2023 (Ann Gibson or future volunteer)
- **Stow Springfest** ~ Sat. May 14th (Saturday before Election) (captain/adjutant)
- Flag Placement at Lower Village and Hillside Cemeteries, Saturday, May 28th (Jeff N. and Volunteers)
- **Newton Veterans Parade** ~ Sunday, May 29th 2pm (**\$1000**) (captain/adjutant)
- **Boylston Memorial Day Parade** ~ Mon. May 30th 10am (**\$900**) (captain/adjutant)
- **Stow Memorial Day Parade** ~ Mon. May 30th 2pm (captain/adjutant)
- **Gaspee Days Parade** Saturday. June 11th (**\$1200**) (captain/adjutant)
- **Bunker Hill Parade** Sunday. June 12th (**\$1000**) (captain/adjutant)
- Boxboro Fifer's Day events ~ Sat. June 18th (captain/adjutant)
- **Needham Parade** ~ Monday, July 4th 9 AM (**\$1000**) (captain/adjutant)
- **Old Sturbridge Village Rebels and Redcoats Encampment** ~ Aug 6th, 7th, + 8th (adjutant)
- **Bolton Fair** ~ Saturday, Aug 13th (captain/adjutant) (**\$1200**)
- **Sudbury Colonial Faire** ~ Saturday, Sept. 27th (music master)
- Townsend Encampment ~ October 1st (possible two days if interested) (Lieutenant)
- Old Manse ~ Saturday, October 8th (Columbus Day weekend) (captain/adjutant)
- **OSV Christmas by Candlelight** - December weekend evening (date to be determined) (music master)
- **2023 Annual Company Meeting** ~ Sat. Jan 7th ,2023 (tentative) (captain/adjutant)

Other Reenacting Events Happening

➤ Recommend we set the date for various checkpoint meetings throughout the year:

- Preseason – Early March (first week)
- Midseason – July (after July 4)
- Postseason – November (before the holidays)

We can send out a Doodle poll to see which dates work best. These meetings can be on a weekday if we do not want to take up our Saturdays.

➤ Just an FYI, these events are happening concurrently. While they may not be Stow Events, we should be aware of them for planning purposes:

- Battle Road Inspection – TBD (with Charlestown MM)
- Meriam's Corner Exercise – Same weekend as Bedford Pole Capping – April 9
- Jason Russell House – Likely Sunday, April 23 to accommodate Easter.
- Red Horse Tavern – October 29
- First Flag Raising – January 1, 2023 in Somerville (with Charlestown MM)

Note: Most of the above are by invitation only so make sure, if you want to go, that you contact the event planners so you can be accounted for.

Election of Officers — 2022 Season

Officer position	Candidates
Captain / President	Bob Stokes*
Lieutenant / Vice President	Ryan Hayward*
Sgt. Armourer / Safety Officer	Craig Schomp*
Sgt. Adjutant / Clerk	Jacob Schiller
	Corp. Jeff Needle
Sgt. Paymaster / Treasurer	Matt Brench
Sgt. Quartermaster	Open — Volunteer Needed
	Corp. Ann Gibson (clothing)
Ensign	Dave Walrath*
Music Master	Bonnie Brench*
* = Candidate for Re-election	
Webmaster — Appointed Position	Jeff Stokes

Scholarship Committee



Eligible Members:

- No candidates this year.
- Future graduates in coming years.

Summary of Scholarship:

- \$1,000 subject to confirmation by membership each year (depending on number of candidates, etc.)
- Candidates must be active for 3 years, taking part in min. 4 events including 2 paid.
- Applications due second Saturday after Trail March.
- Volunteers needed when applicants.

Dues Discussion

Do we waive dues for the 2022 season?



Annual Budget — 2022 Season

Income:

- Dues: \$0
- Parades: \$5300
 - Newton: \$0 (Prepaid)
 - Needham: \$1000
 - Boylston: \$900
 - Bunker Hill: \$1000
 - Gaspee Days: \$1200
 - Bolton Fair: \$1200

Total Budgeted Revenue: \$5300

Important Note:

This preliminary budget contains many ongoing one-time /year expenses (such as trailer). This is larger than normal and is subject to discussion by the membership.

Expenses:

- Advertising: \$0
- Armoury / Black Powder: \$200
- Non-Musical Supplies: \$500 (gear)
 - Trailer Budget: \$3500
 - Storage Unit: \$1,800
- Encampment Expenses: \$850 (food)
- Insurance: \$350
- Internet (web site): \$300
- Musical Instruments: \$250
- "Other": \$200
 - \$100ish for PO Box
 - \$18.50 for Annual Report filing
- Scholarship: \$0
- Trail March: \$1700
 - Dee Bus: \$230
 - Port-o-Potties: \$250
 - Police Detail: \$500
 - Breakfast: \$250

Total Budgeted Expenses: \$9,650

Income - Expenses: -\$4,350

Adjournment

HUZZAH!

