

**Stow Minutemen Company**  
**Annual Meeting**  
*January 9, 2021*

**Voting Members in Attendance:**

Bob Stokes (Captain/President)  
Ryan Hayward (Lieutenant/Vice President)  
Dave Walrath (Ensign)  
Ann Gibson  
Rob Caproni  
Mateo Walrath  
Bethany Bartolini  
Karen Walrath  
Jacob Schiller  
Jeff Needle  
Jeff Stokes  
Steve Balzac

**Other Members and Guests in Attendance:**

Bob Lili (until voted in)

**Dues Information: (Dues are Suspended for 2020)**

**10:15 am – Call to Order**

With 12 active voting members present (a quorum being 7 needed) the meeting was called to order. Attendance slide will be adjusted to separate the younger members who are now 18+ from the family membership.

**10:20 am – 2019 and 2020 Annual Meeting Minutes**

The 2019 Annual Company Meeting minutes were not sent out in 2020. They were included with this meeting for approval and reviewed in advance of the meeting. No additional changes suggested.

Motion to approve was made by Captain Stokes. Lt. Hayward second. Approved by all without objection.

The 2020 Annual Company Meeting minutes were sent out for review and approval in advance of the meeting. No additional changes suggested.

Motion to approve was made by Captain Stokes. Lt. Hayward second. Approved by all without objection.

### **10:25 am - New Members**

We have one new member, Bob Lili, who was recommended for approval on a motion from the floor. Captain Stokes motioned to make Bob Lili a full member. Lt. Hayward seconded. Approved unanimously.

There was a question raised if Nathaniel Richmond was a full voting member. After review of the 2020 meeting minutes, it is confirmed that he was voted in as a voting member.

### **10:30 am - Paymaster's Report**

2020 Cash flow was positive despite no events. The Company remains in good finances. Our current balance is **\$25,369.07**.

#### ***2020 Income***

Dues (waived)

Event Fees

\$ 2,200 (includes 2019 Bolton Fair deposit of \$1,200 and \$1000 from Newton which we attempted to return.)

**Total**

**\$2,200**

#### ***2020 Expenses***

Company Musical supplies \$ 470.00

Encampment Expenses - e.g. food \$ 127.60

Insurance \$ 315.00

Internet \$ 83.06

Other \$ 124.50

**Total**

**\$ 1,119.66**

**2020 Profit/Loss \$ 1,080.34**

Note on Musical Expenses:

2020 Music budget was \$700. Actual expenses were:

\$415 as final payment on new snare drum (March)\*

\$35 bank fee for cancelled check (March)

\$20 for drum hooks.

Actual Expense Total = \$470.

Not Spent (difference) = +\$230 (this is a *surplus*, not a deficit.)

\*Note: The actual check was for \$865. However, it included an extra \$450 that was a replacement for a Dec. 2019 check which had been lost. This extra \$450 was a legitimate 2019 expense and recorded in that year. The \$920 figure noted on slides shall be revised in the minutes. A reduction of the expense shall be by \$450, and the actual balance matches the information provided by the Music Master at \$470.

### **10:45 am - Armorer's Report**

**No season in 2020.** Minor events: Memorial Day and Collings Foundation.

Black powder price has increased but budget can stay the same. Not a huge cost.

Potential new muster location available for 2021 (Collings Foundation to space out)

### **10:50 am - Quartermaster Report**

Need a volunteer to fill the vacant position. Ann Gibson volunteered to take on the clothing half of the position, contingent on storage of clothing elsewhere. Need a co-quartermaster to take on the management of stuff (tents/tables, poles, chairs, etc.).

Can review the budget once we know who is filling the roles.

### **10:55 am – Music Master's Report**

Despite the pandemic, still holding weekly Fife and Drum group practices, but Zoom is not an ideal music platform. Also providing individualized fife lessons, and these have gone extremely well. Looking forward to playing together again in person.

### **11:00 am - Ensign's Report**

Will investigate guidon repair or replacement for 2021

Will investigate buying another kids flag for parades

Retired ribbon pole.

### **11:10 am – Captain's Report**

#### **COVID-19 Safety Discussion:**

There was a discussion surrounding the pandemic and if members felt comfortable participating in 2021. The general consensus was that we would review events as they come in and make determinations appropriately. There are changes happening everyday which make it

impossible to determine what position we will be in to participate in four months. Will review again with membership in February.

2021 proposed Events (generally the same as 2020 with addition of tentative Collings Foundation event in October):

- Ann Gibson agreed to coordinate Center School event in the future but recommended we put it off for 2021. The membership agreed.
- We would need to reschedule Old Manse if Collings goes forward. Rob will check with Colin from Collings Foundation to see what their plan is.

The 2021 Event Line-up approval was postponed until the February meeting. (See Slideshow)

### **11:20 am - Officer Elections**

Captain / President	Bob Stokes*
Lieutenant / Vice President	Ryan Hayward*
Sgt. Armourer / Safety Officer	Craig Schomp*
Sgt. Adjutant / Clerk	Thomas Johnson*
Sgt. Paymaster / Treasurer	Matthew Schomp*
Sgt. Quartermaster	Vacant Position*
Ensign	Dave Walrath*
Music Master	Bonnie Brench*/Matt Brench*

\* = Candidate for Re-election

Webmaster (appointed)	Jeff Stokes*
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Approval of the slate of officers was postponed until February.

### **11:25 am - Scholarships**

Our previous scholarship committee was Rick Lawson, Linda Stokes, David Walrath, and the Captain, Bob Stokes. There are two openings for volunteers since David will need to recuse himself this year because Matteo and Rosa are eligible. Jeff Needle and Bob Stokes volunteered to be on the committee with the two other volunteers.

There are four candidates for the 2021 season. Scholarship budget is \$4,000.

Scholarship award amount proposed increase to \$1,000.00 was approved for 2020

Required minimum participation for scholarship consideration was altered to: Participation in at least 4 different events per year (2 paid) for 3 years.

Due date for applications was changed to 2<sup>nd</sup> Saturday after the Trail March

### **11:30 am – 2021 Dues**

Discussion was had on the continued need to carry Membership dues for the Company. It was brief.

There was a motion to suspend the 2020 dues for all members based on the healthy state of the Company finances and that a suspension of dues would not present a hardship to the Company. The motion was voted and carried but dues will remain in the Company Charter.

### **11:35 am – Trailer Committee**

A report was given on the status of a trailer purchase. The Stokes vehicle is gone and so we need to purchase or rent a trailer to carry items to encampments. Karen Walrath motioned to approve an up to \$3,500 expenditure as described on the slide for a trailer. Said approval would be a \$3,500 line item on the 2021 budget. Rob Caponi second. Approved unanimously by all in attendance.

### **11:45 am – 2021 Budget Review**

Discussed the budget and made several minor edits.

#### **2021 Expected Income**

Donations	\$0.00
Dues	\$0.00
Event Fees	\$5,300.00
<b>Total</b>	<b>\$5,300.00</b>

#### **2020 Expected Expenses**

Advertising	\$0.00
Armoury/Black Powder	\$350.00
Company non-musical supplies	\$500.00
Trailer Line Item	\$3,500.00
Encampment Expenses - e.g. food	\$850.00
Insurance	\$350.00
Internet	\$200.00
Musical Instruments	\$700.00 (Includes new adult drum balance)
Other (P.O. box, tax & insurance filings)	\$200.00
Scholarship	\$4,000.00
Trail March to Concord	\$1,300.00
<b>Total</b>	<b>\$11,950.00</b>

Expected Budgeted Profit/Loss      \$ -6,650.00

**[11:50 pm]** The proposed 2021 budget as detailed above was tentatively approved subject to confirmation in February. Motion approved unanimously.

**11:50 pm - Vote to Adjourn**

Lt Hayward motioned to adjourn the meeting until February 6, 2021 at 10AM via Zoom. Captain Stokes second. Confirmed without opposition.