

MEET ME IN SUNCOOK!
Minutes of Meeting
July 5, 2016

Present: Marie Ayles, Jo-Ann Bélanger, Melaine Boisvert (co-chair), Jackie Clark, Norma Daviault, Ron Daviault, James Garvin, Jeanne Letendre, Roger Menard, Larry Perron.

1. Co-chair Melaine Boisvert called the meeting to order at 6:06 p.m.
2. On a motion by Ron Daviault, seconded by Jo-Ann Bélanger, the minutes of the meeting of May 3, 2016 were approved unanimously. *Note: No meeting was held in June 2016.*
3. In the absence of Noreen Bean no Treasurer's Report was submitted.
4. There was no update on the vault contents.
5. The Town Clock lighting project is complete and everyone agreed that the clocktower looks beautiful at night. A bill for the work has been rendered to *Meet Me in Suncook* through treasurer Noreen Bean. The Committee reviewed the list of those authorized to sign checks on behalf of *Meet Me in Suncook*: Noreen Bean, Melaine Boisvert, and Ron Daviault.
6. Melaine Boisvert reported that the Public Works Department will consider polishing the town bell in the clocktower.

Old Business:

7. Jim Garvin announced that the painting night for the Old Home Day Float will be on Friday, August 19th and the assembly of the float will be on Friday, August 26th.
8. Jo-Ann Bélanger reported that the Castle in the Clouds project on "French Speaking Culture in the Granite State" will close on July 18th and be disassembled the following day for possible reinstallation elsewhere. The exhibit will also close early on Friday, July 15th for a Castle in the Clouds fundraiser. Admission to the exhibit is free. Jo-Ann reviewed the exhibit and the video that was produced as a component of the exhibit.

New business:

9. Jo-Ann announced that she will begin to teach as an adjunct faculty member in the Languages and Linguistics Department at Plymouth State University in the fall semester. Her classes will be held on Tuesday nights from 6:30 to 9:00. She asked whether any members of *Meet Me in Suncook* would be willing to be interviewed by the class. Jo-Ann also noted that the Franco-American Centre Franco-américain in Manchester holds conversation nights on the first Tuesday of each month for French speakers of all ages and levels of fluency.
10. Jo-Ann and Jim Garvin drew the committee's attention to the fact that the Town of Allenstown will hold a charrette (a visioning and planning workshop) on the future of its Main Street and China Mill on September 30 and October 1. Jim mentioned that *Meet Me in Suncook* had

devoted a great deal of planning effort to the future of China Mill in 2004, especially through the efforts of Joyce McKay and the late Carol Martel, so we have a stake in the future of that building. Jim has not been able to locate any notes on Joyce's and Carol's planning efforts, but will contact Roland Martel to see if he has kept Carol's files.

11. The committee then turned to a discussion of *Meet Me in Suncook's* continuation of oral history interviews on Suncook Village. Jo-Ann Bélanger reviewed the list of potential interview questions that she had sent to committee members. She could bring photographs that were assembled for the Castle in the Clouds exhibit as prompts. Ron Daviault asked whether we might expand interviews to non-members of *Meet Me in Suncook*. Melaine suggested that we might think of one or more people and bring them to the next meeting or a future meeting. She suggested that we might plan an event and distribute questions at the Allenstown Senior Center, the Pembroke Town Library, or at Old Home Day. She will create a questionnaire and fliers to advertise such an event. People could also sign up by e-mail and receive questions to inspire their recollections.

Ron and Norma will contact Harriet Bean about her written history of Suncook Village.

12. On Monday, July 18 at 7:00 p.m., the Allenstown Historical Society and the Allenstown Public Library will present a book talk by local author, Mandy Huot. Mandy will be speaking about her book, *Etched in Stone*, which takes readers to the many cemeteries of New Hampshire's Merrimack Valley. Listeners will learn the history of each cemetery, as well as facts about some of the people buried there. The event will be held at the new Suncook Community Center, 8 Whitten Street, in Allenstown. Light refreshments will be served. The Allenstown Public Library (485-7651) or the Allenstown Historical Society (485-4437) can provide more information.
13. Larry Perron read "I never knew . . . DID YOU?" (The Story of "Taps"). The Committee was deeply impressed with this article, and Marie Ayles offered to scan it and send it to all *Meet Me in Suncook* members who receive e-mail.
14. The next meeting of *Meet Me in Suncook* will be at **6:30 p.m. on Tuesday, August 2, 2016** at the old Pembroke Fire and Police Station in order to provide extra time to begin interviews.
15. On a motion of Roger Menard, seconded by Jo-Ann Bélanger, the meeting adjourned at 7:15 p.m.

Respectfully submitted,
James L. Garvin, Secretary

BY-LAWS

ARTICLE I

Section 1: Name

The name of this Organization shall be “Meet Me in Suncook”.

Section 2 – Purpose

The purpose of the Organization shall be to promote growth and prosperity, and encourage the preservation of the historic and cultural identity of the Suncook Village area.

Section 3 – Offices

The principal office of the Organization shall be located at Pembroke Town Hall, 311 Pembroke Street, Suncook, New Hampshire. The Organization’s mailing address is P.O. Box 1, Suncook, NH, 03275. The Officers may establish other offices from time to time, within the Suncook Village as the affairs of the Organization may require.

ARTICLE II

Section 1 – Membership

Membership of the Organization shall be open to any individual who subscribes to the purpose (as set forth in Article 1, Section 2) and basic policies of the Organization, and whose admission will contribute to the Organization’s ability to carry out its purpose. Membership shall be conditional upon the payment of dues, as established by the membership.

There shall be two types of membership.

1. Active membership. These members will have all voting rights. These members will be asked to attend all called meetings if possible. If they are not able to attend a meeting, it is asked they inform an Officer that they will be absent.
2. Friends of Meet Me in Suncook will be considered a non-active membership. These members will have no voting rights. These members are people that are interested in what the Organization is chartered to accomplish, and willing to help a specific cause or project, or by making a financial donation to said cause or project. They may become an active member at any time by paying the active member dues and attending meetings.

Section 2 – Application for Membership

Applications for membership shall be signed and submitted to the Secretary of the Organization on a written form.

Section 3 – Rights of Members

Each Active member of the Organization shall be entitled to one vote on each matter submitted to a vote at the meeting of the members, except to the extent that the voting rights are limited or denied by the Articles of Incorporation. No member shall be entitled to any dividend or any part of the income of the Organization or to share in the distribution of the corporate assets upon the dissolution of the Organization.

Section 4 – Resignation of Members

Any member may resign from the Organization by delivering a written resignation to the Chairperson or Secretary of the Organization. Nonpayment of dues shall be considered a resignation.

Section 5 – Meetings

An annual meeting of the members shall be held each year during the month of January or as soon thereafter as practical, at a time and location selected by the Officers for the purpose of electing Officers and transacting any other business as may properly come before the meeting.

Special meetings of the members, for any purpose or purposes may be called at any time by the Chairperson or the Officers.

Written notice of the time, place, and purpose or purposes of each meeting of the members of the Organization shall be served, either personally, by telephone, e-mail, or by regular mail, not less than seven (7) days before the meeting.

Section 6 – Decision-Making

Whenever possible, decisions shall be made by consensus. If consensus cannot be reached by the voting members present, a two-thirds (2/3) majority will rule.

Section 7 – Dues

Each Active member of the Organization shall pay annual dues of Fifteen Dollars (\$15.00) to the Organization, payable on the first meeting date of the year or within 30 days thereafter.

Friends of Meet Me in Suncook, a non-active member of the Organization, shall pay annual dues of Ten Dollars (\$10.00) to the Organization, payable within 30 days after acceptance into the Organization and on each yearly anniversary thereafter.

The Officers may provide for increased dues or special assessments, subject to ratification by a majority vote of the membership at a meeting of the Organization.

Section 8 - Dissolution

Upon dissolution of the Organization all assets shall be distributed to the Pembroke Trustees of Trust Funds, Town Clock Trust.

ARTICLE III: OFFICERS

Section 1 – Titles and Qualifications

The officers of the Organization shall consist of a Chairperson, a Vice-Chairperson, a Secretary, and a Treasurer.

Section 2 – Appointment and Term of Office

The Officers of the Organization shall be voted on by the members at its annual meeting. The Office of Chair and Vice-Chair shall be voted on for a term not to exceed two (2) years. Office of Secretary and Treasurer shall have one (1) year terms. Unless an Officer resigns, dies, or is removed prior thereto, he or she shall hold office until his or her successor has been chosen and qualified.

Section 3 – Resignation

Any officer may resign at any time by delivering a written resignation to the Chairperson, or the Secretary. The acceptance of any such resignation, unless required by the terms thereof, shall not be necessary to make the same effective.

Section 4 – Chairperson and Vice-Chairperson of the Board

The Chairperson of the Board shall preside at all meetings of the members of the Corporation, and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned from time to time by the members. The Vice-Chairperson shall possess the powers and discharge the duties of the Chairperson of the Board in the latter are absence or disability.

The Chairperson shall also be the Chief Executive Officer of the Organization, shall exercise general and active management of the business of the Organization, and shall report to the members on all significant matters of the Organization's business.

Section 5 – The Secretary

The Secretary shall have the general powers and duties usually vested in the office of Secretary of an organization and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned to him or her from time to time by the Officers including the powers and duties to:

- a) Be custodian of all records and documents, which are to be kept at the principal office of the Organization.
- b) Affix the Organizational seal, if any, to any instrument requiring it and to attest the same by his or her signature when authorized by the Officers.
- c) Keep the minutes of the Membership meetings and cause other committee meetings of the Organization to be recorded and held in one central location.

d) Provide that proper notices are given in accordance with the provisions of these By-Laws.

Section 6 – The Treasurer

The Treasurer shall be responsible for all funds and securities of the Organization and shall have the general powers and duties usually vested in the office of Treasurer of an organization and shall have such other powers and duties not inconsistent with these By-Laws as may be assigned to him or her from time to time by the Officers including the powers and duties to:

- a) Care for, receive, and give receipt for monies due and payable to the Organization.
- b) Deposit all monies received in the name of the Organization in such banks, trust companies, or the Officers may designate other depositories as from time to time.
- c) Have charge of the disbursement of monies of the Organization in accordance with the directions of the Officers.
- d) Enter or cause to be entered regularly in the books to be kept by the Treasurer or under his or her direction for that purpose a complete and correct account of all monies received and disbursed by the Organization.
- e) Render a statement of the financial accounts of the Organization to the Officers at such time as may be requested.
- f) Exhibit the books of account of the Organization and all securities, vouchers, papers, and documents of the Organization in his or her custody to any member or designee of the Officers upon request.
- g) Submit a full financial report to the members of the Organization at the annual membership meeting.

Section 7 – Records

All records shall be maintained by the responsible Officers. All other documentation pertaining to the Organization shall be the responsibility of the Chairperson. All such books, records, minutes, lists, documents, and contracts shall be made available for inspection at any reasonable time for any lawful purpose by any member of the Organization. Upon leaving office, each Officer or agent of the Organization shall turn over to his or her successor or the Chairperson, in good order, such Organization monies, books, records, minutes, lists, documents, contracts, or other property of the Organization as have been in the custody of such Officer or agent during his or her term of office.

ARTICLE IV- DEPOSITS, CHECKS, LOAN CONTRACTS

Section 1 – Deposit of Funds

All funds of the Organization not otherwise employed shall be deposited in such banks, trust companies, or other reliable depositories as the membership from time to time may determine.

Section 2 – Checks, Etc.

All checks, drafts, endorsements, notes and evidences of indebtedness of the Organization shall be signed by such Officers or agents of the Organization and in such manner as the members from time to

time may determine. Endorsements for deposits to the credit of the Organization shall be made in such manner as the members from time to time may determine.

Section 3 – Loans

No loans or advances shall be contracted on behalf of the Organization, and no note or other evidence of indebtedness shall be issued in its name, unless and except as authorized by the members. Any such authorization shall relate to specific transactions, and may include authorization to pledge, as security for loans or advances so authorized any and all securities and other personal property at any time held by the Organization.

Section 4 – Contracts

Without the express and specific authorization of the members, no Officer or other agent of the Organization may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Organization.

ARTICLE V: CONTRACTS WITH OFFICERS

Section 1

No Officer or member of the Organization shall enter into, directly or indirectly, any contract relating to the operations conducted by it, nor in any contract for furnishing services or supplies to it, unless:

- (a) such contract shall be authorized at a meeting at which the members shall have voted a two-thirds majority to authorize such a contract,
- (b) the facts and nature of such a contract shall have been fully disclosed or shown to the members present at the meeting at which such contract is so authorized.

Section 2 – Loans to Officers

No loans shall be made by the Organization to its Officers or members. The Officers of the Organization who vote for or assent to the making of a loan to a member or Officer of the Organization, and any Officer, Officers, or members participating in the making of such a loan, shall be jointly and severally liable to the Organization for the amount of such loan until the repayment thereof.

ARTICLE VI – INDEMNIFICATION OF OFFICERS

Section 1 – Indemnification

Any person (and the heirs, executors, and administrators of such person) made or threatened to be made a part to any action, suit or proceeding by reason of the fact that he or she is or was an Officer of the Organization shall be indemnified by the Organization against any and all liability and the reasonable expenses, including attorneys' fees and disbursements, incurred by him or her (or by his or her heirs, executors, or administrators) in connection with the defense of settlement of such action, suit or proceeding, or in connection with any appearance therein except in relation to matters as to which it

shall be adjudged in such action, suit, or proceedings that such Officer is liable for negligence or misconduct in the performance of his or her duties. Such right of indemnification shall not be deemed exclusive of any other rights to which such Officer (or such heirs, executors, or administrators) may be entitled apart from this Article.

Section 2 – Insurance and Other Indemnification

The Officers shall have the power to:

- a) Purchase and maintain, at the Organization's expense, insurance on behalf of the Organization and on behalf of theirs to the extent that power to do so has been or may be granted by statute, and
- b) Give other indemnification to the extent permitted by law.

Section 3 – Bonding

The Treasurer and any employee or Officer of the Organization shall be bonded at the direction of the Officers.

ARTICLE VII – AMENDMENT OF BYLAWS

Section 1 – Amendment of Bylaws

Except as otherwise provided herein, and subject to the power of the members to amend or repeal the By-Laws, these By-Laws may be altered, amended or repealed and new By-Laws may be adopted by the Officers present at any regular or special meeting, provided that written notice of such meeting, setting forth in detail the proposed By-Law revisions with explanations therefor, be given not less than seven (7) days prior to such meeting. A vote of two-thirds (2/3) majority is needed to amend these By-Laws.

ARTICLE VIII – MISCELLANEOUS

Section 1 – Fiscal Year

The Fiscal Year of the Organization shall begin on January 1 of each year and shall end on December 31.

Section 2 – Construction

Whenever the context so requires, the masculine shall include the feminine and neuter, and the singular shall include the plural, and conversely. If any portion of these By-Laws shall be invalid or inoperative, then so far as is reasonable and possible:

- a) The remainder of these Bylaws shall be considered valid and operative; and
- b) Effect shall be given to the intent manifested by the portion held invalid or inoperative.

Section 3 – Relation to Articles of Incorporation

These By-Laws are subject to, and governed by, the Articles of Incorporation.

Section 4 – Contributions

The Organization may accept any gift, grant, legacy, bequest, devise or contribution for achieving the purpose of the Organization.

Section 5 – Audit

The Books of the Organization shall be reviewed every two years, or at the time that a new treasurer is elected, by a Certified Public Accountant approved by the Officers. A summary of this report shall be presented for approval of the membership at the annual meeting of the Organization.



P.O. BOX 1, Suncook, NH 03275



THE SUNCOOK VILLAGE CLOCKTOWER, PEMBROKE, NEW HAMPSHIRE

The Suncook Village clocktower was built in 1879 to display a public clock and its 500-pound bell in a new and otherwise privately owned structure in this small manufacturing center, which lies partly in Pembroke and partly in Allenstown, New Hampshire. At that period, the Suncook River powered three large textile mills and several other significant industries in the village. Visible from both sides of the river, the clock and bell marked the hours of work and rest for the employees of these industries.

The construction of ornate public clocktowers, and the purchase of tower clocks and bells, were symbols of civic stature and success in the years after the Civil War, replacing the older New England practice of mounting public clocks in church steeples. Designed by local architect and builder Samuel S. Ordway, this tower is constructed of locally manufactured pressed bricks and granite from the nearby Bailey quarry. The building is the focal point of the Suncook National Register Historic District and overlooks one of the brick mills that characterized this “thriving, driving little village [that] elicits exclamations of surprise from every stranger who enters here.” [*Suncook Journal*, 1876]

After several years of planning and fundraising, the Pembroke town meeting approved the town’s acquisition, by 99-year renewable lease, of the neglected tower and its long-silent clock in 1998. The town completed rehabilitation of the tower and clock in 2001, and the structure was acclaimed as a symbol of the crucial role of historic preservation in the civic identity and economic vitality of the village. The local *Meet Me in Suncook* organization continues to assist the town of Pembroke in stewardship of the landmark.

MEET ME IN SUNCOOK! **MAILING LIST**

Mail minutes to those printed in red.

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