

**THE 2012 – 2022
LONG RANGE STRATEGIC PLAN
FOR THE
GROTON HISTORICAL SOCIETY**

**FORGING NEW LINKS
TO CONNECT OUR PAST WITH THE FUTURE**



It's About the Generations

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By
The Groton Historical Society
Long-Range Planning Committee

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Letter from President John H. Ott

Why a Long-Range Plan?

In October 2010 when I assumed the Presidency of this 117-year-old venerable institution, several things were clear. The Groton Historical Society needed to continue serving the town in a meaningful way, to be successful as an agency responsible for preserving the records and artifacts associated with Groton's past, and to address the needs of a community far different than it was in 1894. But change both within and without the Historical Society was absolutely necessary.

The old adage "failing to plan is planning to fail" has not changed. What is different in the 21st century's almost everything: how people spend their time and how much time they have to spend; what families do with their spare time; the tools they use to receive, learn, and disseminate information; and the things people consider important personally and collectively regarding the past.

Because the mission of the Groton Historical Society remains to collect, preserve, and display objects and cultural materials of historic significance from Groton's past, the responsibility of maintaining a museum and headquarters to carry out that mission is a priority. We are fortunate to have the 1851 Governor George S. Boutwell home to provide that space, a space that is undergoing major renovation and updating at this time, made possible by a grant of \$176,525 voted by Town Meeting through the Community Preservation Act. The vote of confidence in the Society, in addition to the energized work of the Society's board of directors, has sparked a new engagement among both the board and Society members to see the organization take on a new role in the field of local history, historic preservation, and collection management with a focus on educating the public about our town's unique past. It is our story, and we want to take both the leadership and responsibility for presenting it anew.

To do this we need a vision, and because the Society is a collective of people with many interests, backgrounds, and a wide range of years of residency, the vision cannot be that of just the President or one or two old timers. But that said, as President, I want everyone who reads this introduction to the Long-Range Plan to know that I do have a clear vision of our future and what I hope it will look like. So imagine a Boutwell House with signs inviting people in, smoke curling from the chimney, volunteers welcoming you to tour a home that shares stories of people, events, and times that remind you of your life and your past. Picture a streetscape where the homes along Main Street blend together with an interwoven feel of outbuildings, barns, gardens, fences, and colors made by paint and mother nature. Look for Society exhibits in Town Hall, the public library, in period stores along the roadway that sends visitors and commuters passing by every day but who stop because there is something different about this town. Read your newspaper, turn to a local magazine, or visit a web site about Groton, and there the Groton Historical Society pops out with stories of programs, events, and memories.

Your membership in the Society now has added value, and old and new people alike are anxious to be a part of this dynamic, open, inviting, and welcoming historical society where belonging is a must. What a delight it will be to tell family and friends that as a member, they can enjoy it all too. So read this planning document and decide your role and how to get involved. It may take a village to raise a child but I know for sure it takes a town to have a great Historical Society.

Acknowledgments

Any acknowledgements to be made for the development and production of this Strategic Plan must begin in 1894 with the founding of the Society by Groton visionaries, antiquarians (the dignified kind), and ordinary citizens who valued our Town's history and honored those who made it and the times in which they lived. Members of the Society nurtured it through two World Wars, a Great Depression, the Korean War, Viet Nam, 9/11, changes in the "doing" of Historic Preservation and the unique and valuable "individualities" within its leadership. Now it has been handed to a new cadre of leaders. Continuity is maintained by the many Society "Veterans" continuing on with this new leadership team. Those who came before us maintained the dignity of the Society, an interest in the Town's history and an unforgettable and significant legacy of documents, artifacts, stories, personalities and images. It is up to the new team to honor that legacy and carry it into the 21st century with the same dedication of those who came before us.

Thanks to the vision of incoming President John Ott the development of this Long-Range Strategic Plan is seen as essential for two reasons. It will bring a sense of order to the Society's day-to-day operations and it will develop a document designed to demonstrate to potential funders that their funds would be spent within a framework of a long-range plan focused on a suite of clear visions for the Society of growth and service to the community consistent with the values of a multicultural nation and its need to understand the past in order to contribute to our future.

Many of the individuals contributing to this plan are enumerated on the cover page. In addition we are grateful for the contributions of Tom Callahan, Chair of the Program Committee and Harris McWade, Chair of the Membership Committee.

There is nothing more rewarding than chairing a meeting where participants from a wide range of skills and backgrounds are sparking ideas off each other and are clearly dedicated to the purpose and success of the planning document. I have had many such occasions in the course of this project.

Thank You.

On the other hand errors of understanding, misinterpretation or wrongheadedness must be laid at my feet. I will correct them as they are pointed out.

Michael Roberts, RPA
Groton, Massachusetts
2011

How to Use this Plan

“If you want to build a ship, don't drum up people together to collect wood and don't assign them tasks and work, but rather teach them to long for the endless immensity of the sea.” -Antoine de Saint-Exupery, author and aviator (1900-1945)

That's what these vision statements are for. They are designed to inspire the members of the Society, Citizens of the Town, and friends throughout the nation to value the role that the Town's history plays in nourishing our children, informing public policy, soothing our spirit, and comforting our elders. Thoughtfully used in balance with care for our natural environment and sustainable growth we can have a community second to none and a prize to leave to our future generations.

The Strategic part of the Plan is how it is applied toward the future of planned growth of the Society. The Goals and Tasks are the tools that can be used to create a new future if wisely selected and carefully applied. Early in the Plan's life the Board of Directors must prioritize the Goals, identify sources of funding and/or manpower, and manage each project with care and vigilance in order to maintain enthusiasm and credibility with our fellow citizens and the potential benefactors of our actions.

Some of the goals and tasks in this Plan are currently underway or will be soon. This is our first test – can we mobilize ourselves with the right people for the job(s) and accomplish them as planned? Can we inform our constituents soon enough and with the “right stuff” to encourage them to participate in the still more exciting things to come?

Writing this deep into the summer of 2011 it appears that we have some way to go before we have accomplished this. It will be up to the leadership of the Society to accept and endorse this Plan as soon as possible and “let the fun begin”.

Like all plans this document should be regularly reviewed and the goals and tasks updated if necessary, modified if appropriate, and added to if needed. We recommend that this plan be reviewed by the Society Board prior to each Annual Meeting and the results of that review reported to the Society. The reader will note that in Year Ten many of the Goals do not yet have Tasks identified for their accomplishment. This is not due to laziness of the writer but rather the knowledge that what it will take to accomplish these longer-term goals will become clearer as we move through the years ahead and a new generation of leaders takes over the reins of the Society.

Management Summary

A Management Summary is the equivalent of the “elevator speech” they taught us about in marketing class. You must explain to the person standing next to you in the elevator what you are all about or what your project is all about before she reaches her floor.

What this Plan is all about is organization, service, and funding of the Groton Historical Society. It lays out a series of steps (Goals) designed to help the Society realize its vision or reason for existence. Because of where the Society finds itself in 2011 this plan presents three separate but interrelated visions for the Society. The first vision is to maintain a functioning and growing Society with the knowledge that our home (the George Boutwell House) and many of our collections will be unavailable to us throughout nearly a year of disruptive rehabilitation. We are ready to meet that challenge by reaching for the goals articulated in the Year One Plan.

The second vision that we hope to realize after five years of work is an organizationally and financially stable organization that is poised to become a leader in the stewardship of Local History here in New England. In five years we will have examples of a strong relationship with our schools and the wider community as well as examples of the wealth of historical information awaiting publication. Also in five years the Society will be well versed in the use of this Plan and be ready if need be to hand the leadership of the Society to others for its final implementation.

In ten years we envision a Society that is recognized throughout the Commonwealth and New England as a source of accurate well-curated knowledge about the history of Groton Plantation and Groton, Massachusetts, and host to strong programs of education and public information that satisfies not only its members but a growing audience from the region and the world.

You will find within these pages our well-considered approach to realizing these visions. To set the stage for these visions this Plan first presents the current “existing conditions” and history of the Society. This establishes for the reader a base line of knowledge that can be used to follow the logic of our planning approach. We hope you read it with interest and most of all you can join us in realizing our collective vision for the Society.

Keepers of the Treasures

Groton Organizations, both public and private, with Stewardship Responsibilities over Historic and Archaeological Sites, Artifacts, Historic Documents, Oral Histories, Historic Landscapes, and other Components of our Town's Historic Heritage.

Public Bodies

Groton Historical Commission. GHC - Current Chair (2011) Mr. Alvin Collins. Established in 1973 under G.L. c. 40, § 8D, the GHC oversees historic preservation planning and advocacy townwide, including historic resource surveys, National Register nominations, and community outreach. The GHC also administers Groton's demolition delay bylaw with assistance from the Building Department. By statute, local historical commissions oversee municipal bylaws and policies affecting town-owned historic resources. They work with other departments, boards, and commissions to ensure that community planning and development decisions respect the goals of historic preservation. Local commissions are preservation advocates and an important resource for information about a community's cultural resources and preservation activities. This commission governs building and site review for the entire Town of Groton.

Groton Historic Districts Commission. GHDC - Current Chair Mr. Daniel J. Barton. Established in 1963 in accordance with G.L. c. 40C, § 4, the GHDC is the municipal review authority responsible for protecting and preserving resources located within the town's three local historic districts, Groton Center 1 & 2 and Farmer's Row. The six-member GHDC holds public hearings to review and determine the appropriateness of proposed alterations to buildings located within the three districts. The districts include buildings owned by the town, educational institutions, nonprofit organizations, and private property owners. The GHDC works to ensure that historic resources are protected while addressing the contemporary needs and financial considerations of property owners. The Building Department provides administrative support to the GHDC.

The Groton Archives Committee. A seven-member appointed committee established by the Selectmen in 1987 established to assist in the preservation of historic municipal records and archival artifacts. The Committee assists the Town Clerk in identifying funding sources and has sought a central location for archiving the town's significant collection of historic artifacts.

Groton Public Library. GPL - Directed by Ms. Owen Shuman. The GPL founded in 1854, underwent an extensive renovation in 1999 and began a \$1 million endowment campaign. The library's "Historical Room" archives historic documents, microfilms, maps, and other historic materials, some of which have been digitized and are available online through the library's web site. The materials are accessible to all.

Groton Diarist. The current Diarist, appointed by the Town Manager, is Ms. Connie Sartini, Town Diarists have kept a record of events and decisions in the Town since 1918. The years 1918 to 1971 have been digitized and are accessible online through the library's web site.

Groton Conservation Commission. GCC – established in 1963. This body is the Town’s steward for historic and archaeological resources on lands under their jurisdiction and lands planned for acquisition, such as the recent acquisition of the 360-acre Surrenden Farm property.

Groton Planning Board. Since 1946, the Planning Board, made up of seven elected members, has been the protector of the Town’s historic and archaeological resources which may be affected by proposed development or other ground-disturbing action.

Williams Barn Committee. The Williams Barn Committee was formally established November 10, 2003, with seven members appointed by the Board of Selectmen. The Committee is responsible for the following: 1) To preserve and maintain the historical integrity of the Williams Barn as provided in the agreement with Massachusetts Historical Commission; 2) To establish a Learning Center for education in the areas of conservation, environmental studies, agricultural history, barn architecture and local history; 3) To encourage such other uses of the barn as may be of benefit to the community; 4) To cooperate with the Conservation Commission with respect to the use of the surrounding conservation land and trails; and 5) To raise necessary funds to fulfill the goals of the mission statement.

The representation of the Committee is as follows: One member from the Planning Board; one from Conservation Commission; one from Historical Commission; one from Historical Society; one from Greenway Committee; one from the Trails Committee; and one Member-At-Large.

Old Burying Ground Commission, established in March, 1991, has five members appointed by Selectmen and is responsible for -preservation and protection of Groton’s Old Burying Ground.

Private Organizations

Groton Historical Society. GHS - Founded in 1894 by Georgianna Boutwell, daughter of Governor George Boutwell in whose house the Society is headquartered. The Historical Society is establishing itself as the “Curator of Groton’s History” and will be the source of historical information for researchers and others. It will maintain a listing of all collections not currently held by the Society and assist as requested in their maintenance, protection, and use.

First Parish Church of Groton Unitarian Universalist. Possesses an ~~Kept~~ extensive store of historical documents dating back to 1704 when the church and the town were still a single governing entity. The oldest and most fragile documents are temporarily being stored at the GPL until the Archive Room in the new wing of the 1755 Meetinghouse is completed and the collection can be cataloged. Steve Burne is Church Historian.

Groton Conservation Trust. GCT - Since 1964, this organization has been the steward of all historic and archaeological resources on properties under their control. When GCC cannot acquire land, the next available resource is GCT, which funds acquisitions through private fundraising, grants, and donations of land.

Groton Land Foundation. GLF – An ancillary to the GCT, this body helps to fund the conservation of land by allowing cluster development on a small portion of it.

Lawrence Academy. Founded in 1793. Maintains the Whipple Archives (History Department)

Groton School. Founded in 1884. Also maintains extensive archives. Provided \$7 million toward purchase of the Surrenden Farm property.

Groton Historical Alliance [active in 2006-2007, now disbanded]. A loose affiliation of institutions concerned with the town's history. Made up of members from Lawrence Academy, Groton School, Groton Historical Commission, Groton Public Library, First Parish Church of Groton, Groton Historical Society, the Town Diarist, and the Town Archives Committee. Charged with identifying historic documents in the Town and finding ways to share them with Alliance members.

The Groton Historical Society: Curator Of Groton's History

Traditionally, a **curator** or **keeper** of a cultural heritage institution (e.g., gallery, museum, library or archive) is a content specialist responsible for an institution's collections. The object of a traditional curator's concern necessarily involves tangible objects of some sort, whether it be *inter alia* artwork, collectibles, historic items or scientific collections.

In smaller organizations, a curator may have sole responsibility for the acquisition and care of objects. The curator will make decisions regarding what objects to collect, oversee their care and documentation, conduct research based on the collection, provide proper packaging of art for transport, and share that research with the public and scholarly community through exhibitions and publications. In very small volunteer-based museums, such as local historical societies, a curator may be the only paid staff member. In larger institutions, the curator's primary function is as a subject specialist, with the expectation that he or she will conduct original research on objects and guide the organization in its collecting. Such institutions can have multiple curators, each assigned to a specific collecting area (e.g., Curator of Ancient Art, Curator of Prints and Drawings, etc.) and often operating under the direction of a head curator. In such organizations, the physical care of the collection may be overseen by museum collections managers or museum conservators, and documentation and administrative matters (such as insurance and loans) are handled by a museum registrar.



It's About the Generations

I. The Groton Historical Society Yesterday and Today – Existing Conditions

Current Mission Statement

The Mission of the Groton Historical Society is to collect, preserve, and display objects, records, and folklore of historic significance from Groton's past and to maintain a museum for these artifacts and records according to current museum standards; to provide an organization for those residents interested in preserving and maintaining the local history of Groton; and to familiarize a wider community of citizens with Groton's history and increase interest in local history and traditions through exhibits, educational programs, publications, and historical records.

A - History of the Groton Historical Society

1 General

The first GHS meeting was held on Tuesday, January 23, 1894, at the Groton Public Library at 7:30 pm. President Samuel Abbott Green, Vice President Francis Marion Boutwell, Secretary Thomas Lawrence Motley, Treasurer Moses Poore Palmer, Librarian Emma Frances Blood, and Historian Georgianna Adelia Boutwell were present for this first meeting along with many other supporters of the newly created organization.

Georgianna Boutwell, first Historian of the society, kept notes of the meetings for many years, and those after her did the same. The early meetings were held in the Town Hall, the Library, and Odd Fellows Hall and occasionally at the Boutwell residence. In 1939/1940, the Boutwell House, bequeathed to the GHS in 1933 on the death of Georgianna, was used regularly for meetings.

The original purpose of the GHS was stated in the Bylaws as: "The object of the Society shall be to collect and preserve manuscripts, printed books, pamphlets, historical facts, biographical anecdotes, and historical relics, and to stimulate research into local history, especially of the towns included within the original limits of Groton."



The original bylaws state that the Board is to include a President, three Vice Presidents, Clerk, Treasurer, Librarian, Historian, Auditor, and nine Directors. Committees were organized as follows: Civil History, Ecclesiastical History, War History, Educational History, Genealogy, Historical Relics, and Publications.

In 1944 the society celebrated its 50th anniversary with new items on display and the bed ‘arranged as close to the way it was when Pres. Grant visited.’ Virginia May wrote a paper on the first 50 years of the society.

In 2002, the society purchased the PastPerfect Museum Software and in that year, the society hired a staff person to begin inventorying the collection and entering information into PastPerfect.

Several collections assessments have been completed: textiles in 2002 and an overall assessment by Thom Gentle in 2001. **Who is he**

2 Programming

The Groton Historical Society was providing lectures and presentations to the public since it was incorporated in 1894. Some of the earliest lectures included “Slavery in New England,” “Capt. Isaac Davis,” “The Hawley Movement,” and “Sepoy Rebellion.” These were free to the public and held at the Library on a Tuesday night. These quarterly programs continued on over the years and attendance often seemed to be right around 30-40 people. The GHS has sponsored, and collaborated on, larger presentations such as the 250th, 300th, and 350th Groton anniversaries as well as large Civil War Reenactments in both 2005 and 2007.

3 Collections

The GHS began collecting items as soon as it was founded. The first five items were the Revolutionary War sword carried by Capt. Asa Lawrence, the ivory head of a whip found on the battlefield at Vicksburg, a piece of wood found in Luther Blood's house with a legend traced onto it, a piece of money found in a rat nest, and a tinder box. Proper accession records were kept from the very beginning and noted in ledger books.

Originally the GHS collections were kept in the Library. Some of the items were on display at the library and were available for public viewing on select days. After the society acquired the Boutwell House, all GHS items were moved to the house.

Many items have been on display throughout the rooms in the Boutwell House while others are stored in the attic or tucked into drawers of furniture.

Currently the GHS Collection is made up photographs, documents, furniture, textiles, ephemera, decorative arts, art, books, a coach, several horse-drawn fire apparatuses, farming tools, etc.

In 2005 several grants were received to aid with collection work: BJ Anderson grant in 2000 to carry out professional assessments of the Collection and the Boutwell House structure; BJ Anderson grant in 2005 to ??????????????????

4 Other Items Of Note:

Several Eagle Scout projects have been completed to benefit the society. There were several (?) auctions arranged as fundraisers for the society. GHS has participated numerous times at Groton Fest to increase visibility and attract members.

B - Facilities - The Boutwell House

The Boutwell House, located at 172 Main Street, Groton, is a grand Greek revival style home with Italianate influence built for George S. Boutwell and family in 1851. That was the same year that George S. Boutwell became Governor of Massachusetts.

The Boutwells enjoyed their spacious Groton center home. During their occupancy, a major wing was added to the rear and right side of the building, housing the Governor's library and an upstairs full bath, complete with a claw-foot bathtub.

George S. Boutwell ~~was busy being~~ served as Governor of Massachusetts 1851-1853, was a member of the U.S. House of Representatives from Massachusetts' 7th & 9th districts 1863-1869, and served as 28th Secretary of the Treasury 1869-1873 under President Ulysses S. Grant (who visited the Boutwell House in 1869 and spent the night). Governor Boutwell died in 1905. His daughter, Gorgianna Boutwell, was busy, too. She founded the the Groton Historical Society in 1894 and the Groton Woman's Club in 1913. Georgiana bequeathed her home to the Groton Historical Society in 1933.

The Boutwell House became the permanent home of the Groton Historical Society in 1939. Early Society members added two rental apartments in the rear of the building with the thought that the rental income would help with maintenance costs. A few wars and some recessions have taken their toll on the economic well being of this grand home. Maintenance to the Boutwell House was often deferred.

In 2000, Irene Buck became president of the Groton Historical Society. She spent a lot of time figuring out the right steps to take for the future of the Boutwell House (a museum), and the Society. Conservation Architect David Bitterman was hired to do an assessment of the building. This assessment is in book form, complete with recommendations for repair and care of the building.

In 2001-2003, the front of the building had a paint touch-up and some shutters repaired, new feeder lines and two new oil tanks added. In August 2004, the house, after a complete exterior paint analysis by paint consultant Sarah Chase of Lexington, was painted in ~~it~~ its original 1851 soft brown, yellow cream, and dark green shutter color scheme. It was the first major historic house in Groton center to undergo such treatment. Not long thereafter, the Parlor (exhibit room) was totally cleaned and the cracked sooty ceiling was saved and painted. The room was transformed from sooty pink to a colonial yellow. Bonnie and Earl Carter donated an exhibit "display piece" for the center of the room.

In 2005, under the leadership of architect and President Bayard Underwood, the Boutwell House was placed on the National Register of Historic Places under the National Park Service. This meant that all future work on the house would attempt to meet the Secretary of the Interior's standards for any physical restoration or preservation endeavors.

Also in 2005, the Drawing Room was totally cleaned. The ornate cracked ceiling was fixed by adding a wallboard ceiling over the old and then skim coated. A shadow box alcove was discovered behind an old mirror. The box was reframed and donated by John Greenhaulgh [????? Need to verify spelling of last name].

In 2005, the Groton Garden Club donated the front yard garden -- a replica of the garden seen in an 1890 photograph of the Boutwell House. Faith Smith of the Garden Club was responsible for this project. Members and friends dug holes and planted plants and bushes and set up replicated trellises.

During the years 2006-2010, the furnace was replaced. Roofs were patched as needed. Plumbing was repaired as needed. The missing balustrade was replaced over the portico. The stairs for the rear apartment were replaced. A few electrical repairs were done and an additional line was run to map room. Both apartments were vacated in 2010. One apartment was painted and prepared for a new tenant. The other is to become part of the Museum.

In 2010-2011, two plumbing failures made it obvious that the Boutwell House is in need of new plumbing and electrical wiring.

C - Programs

1. Summary

Our most successful outreach effort has been our quarterly programs open to the public. Memorable especially have been programs on the Millerites, Lowthorpe School of Architecture, photos made from old glass slides of Groton homes, the visit to Peter Benedict's home, and the bus tour of some of the town's historical spots. In addition, at Groton Public Library we have worked with GrotonREADS to present a program tying in with whatever book and theme are under discussion for a given year. We also combined with other organizations and individuals to bring a Civil War re-enactor program to Groton over a weekend that also involved bringing impersonators of George Boutwell and U.S. Grant to Boutwell House.

Aside from the Benedict house visit and the bus tour of historical spots around town, which could only handle limited numbers of people, the Society's programs generally have attracted some townspeople who are not Society members. However, Board members have remarked that added publicity quite probably could bring out many more.

2 Program Review 2008 to Present [through April 2011]add ag tour and Nutting Mill

Attendance key:

<20 = Modest

20-40 = Moderate

>40 = Large

(source: eye-witness estimates by tkc)

January 8 and March 16, 2008

Susanne Olsen, *Groton Pictured: 100 Years Ago*

Location: Sibley Hall, Groton Public Library

Funding: *pro bono*

Attendance: Large (second program held due to popular demand)

Affiliated organizations: Groton Public Library

April 8, 2008

Bill Stewart, *Ink on Paper: Preserving Groton's Historic Town Records*

Location: Groton Senior Center

Funding: *pro bono*

Attendance: Modest

Affiliated organization: Town of Groton, Town Clerk's Office

July 8, 2008

Susan Fineman, *Ringing the Bell: Revisiting the One-Room Schoolhouse*

Location: Chicopee Row Schoolhouse, Groton MA

Funding: *pro bono*

Attendance: Moderate

Affiliated organizations: Chicopee Row Schoolhouse Association, Groton, MA and The Country School Association of America

October 20, 2008

Elinor Gavazzi, *When They Sleep in Dust: A Walk Through the Old Burying Ground*

Location: Old Burying Ground, Groton, MA

Funding: \$250.00 Groton Trust Funds

Attendance: Modest

Affiliated organization: Old Burying Ground Commission, Groton, MA

January 6, 2009

John Tyler, *Shadow Catcher: The Photographs of Edward S. Curtis*

Location: McCormick Library, Groton School

Funding: *pro bono*

Attendance: Modest

Affiliated organization: Groton School

March 29, 2009

Priscilla Williams, *Lowthorpe School of Landscape Architecture: Training Women in Groton, 1901-1945*

Location: MacNeil Lounge, Lawrence Academy, Groton MA

Funding: \$250.00 Groton Trust Funds

Attendance: Large

Affiliated organizations: Pumpkin Brook Organic Gardening, Townsend MA, and Groton Garden Club, Groton, MA

July 7, 2009

Mike Volmar, *Awaiting the End: The Millerite Community in Groton*

Location: Phil Normandie Barn, Groton, MA

Funding: \$ 250.00 Groton Trust Funds

Attendance: Moderate

Affiliated organization: Fruitlands Museum, Harvard, MA

October 20, 2009

Leonard Richards, *Torn in Two: The California Goldrush and the Coming of the Civil War*

Location: MacNeil Lounge, Lawrence Academy

Funding: \$ 250.00 Groton Trust Funds

Attendance: Moderate

Affiliated organization: University of Massachusetts, Amherst, MA

January 19, 2010

Susanne Olsen, *Digital Library: Accessing History*

Location: Sibley Hall, Groton Public Library

Funding: *pro bono*

Attendance: Moderate

Affiliated organization: Groton Public Library

March 2, 2010

Bob Jones, *The Old American in Historical Context:*

A global-regional-local perspective on the French and Indian War

Location: Sibley Hall, Groton Public Library

Co-produced with GrotonREADS

Funding: \$250.00 Groton Trust Funds

Attendance: Large

Affiliated Organization: Applewild School, Fitchburg, MA

July 13, 2010

Ramona Tolles, Mike Roberts, Carl Flowers, and Peri Schultz, *Off the Beaten Path, a bus tour of select historic spots in Groton*

Location: Groton Fairgrounds, Nod Road Landing, Carl Flowers' Farmhouse, and the Boutwell House

Funding: GHS

Attendance: Large

Affiliated organization: Mountain Lakes Club, Groton, MA

October 17, 2010

Mitch Mulholland, *Archaeology of Groton: Results of the Groton Community-wide Survey*

Location: Williams Barn, Chicopee Row, Groton, MA

Funding: Community Preservation Act Groton Archeological Survey Project

Attendance: Moderate

Affiliated organization: University of Massachusetts, Amherst. MA

January 23, 2011

Peter Benedict, *Inside 164 Main Street*

Location: 164 Main Street, Groton, MA

Funding: *pro bono*

Attendance: Large

April 3, 2011

Train Wu, *From Here to There: The Hmong Experience*

Location: Sibley Hall, Groton Public Library

Co-produced with GrotonREADS

Funding: \$250.00 Groton Trust Funds

Attendance: Moderate

Affiliated organization: LUK Inc., Fitchburg, MA

3. Analysis **add ag tour and Nutting Mill**

Of the fourteen programs, ten were on local topics. This reflects the current operating principle of the GHS board that local history be the focus of our programming

Of the five programs with large attendance (+40) four were on local topics.

Six of the fourteen programs were funded through the Groton Trust Funds. This has been a valuable support to our programs. Of the \$3,500 approved by the Commissioners of Trust Funds over the three and half years, we actually spent \$1,500.

Nine of the fourteen programs were conducted by professionals in the field of the program

Four of the programs were held at the Groton Public Library, our most frequent collaborator.

Five of the programs were held out-of-doors at sites related to the subject of the talk.

Of the fourteen programs only one (in part) was held at the Boutwell House. It seems essential for us to continue to use and cultivate locations throughout town.

Programs are a good way for us to network / affiliate with other historical and educational organizations.

Two of the most popular programs were focused on Groton antique homes.

One half of all the programs and four of the five programs with large attendance were held on Sundays. Certainly we've broken the second-Tuesday-evening-of-the-first-month-of-the-new-season pattern.

Publicity remains an important focus of our attention.

We seem to be able to consistently manage the production of four regular programs per year.

D. Outreach

1 School System

The rudiments of an effort have been made to reach out to the schools. Becoming an annual event now is Florence Roche Elementary School's third graders' visit to Boutwell House each spring. This spring and next, since Boutwell House will not be opened until the rehabilitation work is finished, plans are underway to work with the children at Groton Public Library.

The Education Committee made an attempt to develop some kits that included town history materials for the third graders to work with. Production of more than a first kit stopped since teachers were not themselves involved with the committee in compiling these kits or mini-units or sharing how they could be utilized. Given the wealth of historical material the Society has in its collection, there remains a great potential here to be able to place in the hands of schoolchildren primary source material to work with toward an understanding of and appreciation for local history.

An attempt to start a junior historian program involving some public and private school students in town has thus far been delayed.

2 Boutwell House Tours

Opening Boutwell House for visitors over the years had managed to attract some people both from town and elsewhere each Sunday afternoon during the summer months. However, just as we started to consider opening the place now and then at other times and for special events during the year, serious problems began to surface at Boutwell House. We have ended up cancelling any tours of the house until the problems are fixed and decisions can be made as to what to display in each of the rooms.

3 Groton Public Library

Once again in partnership with the Library, the Society has set up a permanent display case in the Library's upper-floor hallway next to the entrance to the Historical Room. The first exhibit, on immigrants who settled in town, was in keeping with the GrotonREADS theme for 2011. The current exhibit, prepared in the aftermath of the devastating fire that leveled the Groton Inn on August 2, 2011, displays artifacts from the Inn.

4 Groton Events

The Society has sought to have a display booth coincidental with other town events such as the Garden Club's annual plant sale, and Society members frequently operate a booth at Grotonfest.

5 Self-guided Tours

Another outreach project has been to create a self-guided tour of the central area of town and possibly another of points extending further afield about town. A previous printed tour of the Main Street historical places needs revision and updating. Some board members working to create a new Main Street guide set the project aside as requiring more detailing for sites than can be placed in a small-sized brochure. This project could be revived, though, along with a second placed-on-hold idea to create markers to be displayed in front of these places of special historical interest.

6 Regional Connections

The Society's outreach would also appear to require contact with other historical societies at least in the region if not the state. One chance to link with many others through the Minuteman Regional Historical Society, though, apparently awaits a future turn-around in what appears to be at present waning interest in getting together. The need is still there to create a clearinghouse listing where historical items and collections that different collectors possess right here in town are located so that, if nothing more, those doing research will know where to go to gain access to material to further their understanding of a subject.

7 Membership **Update**

We currently have 112 members, 104 of which are old members re-subscribing, 8 new members since 1/1/2011, and 6 new members from last year. 12 of these members are on the G.H.S. Board of Directors. 2 of these Board members are recently overdue. We have 5 board members that have lifetime memberships, and 5 Board members with annual memberships.

Our junior membership is 0, and there is no place on the membership application for junior member nor has the membership committee come to a decision on how much a junior membership should cost.

We currently have 51 lifetime members, who are under the \$100.00 category, and 0 members under the new guidelines (\$500.00) for life time membership.

E. Collections Management

1. Catalog Status

GHS is presently using the **Past Perfect** [PP] Version 4.0 to enter data in our catalog. Upgrading to Version 5.0, the newest version, would cost \$296 with an Association of State and Local History [AASLH] membership (we are current members). Scatter-Gather software (not available on 5.0) on a remote—2nd—computer allows us to edit older records or create new records that then get transferred to the main computer at some point. Most artifacts exhibited through the House are in the PP system. Books in the cabinets located in the office are also in the PP system. Items accessioned from the 1890s through 1994 are cataloged in original Accession books whose contents have been copied and are stored in a large binder in the office (the original books are currently stored in a file cabinet). These items are listed in PP. In addition, there is a library shelf list in book form that includes some but certainly far from all the books owned by GHS. This shelf list also has its own numbering system and items are not entered into PP.

Key Issues

Most of the collection—textiles, documents, books, maps, scrapbooks, letters, ephemera, and photos-- has not been cataloged in PP.

Researchers do not have access to the catalog in any form while visiting Boutwell. There is no remote access to the catalog at this time.

Rolling inventory is not accessible.

PP Version 4.0 supports a Google link to the catalog if we choose to stay with this edition.

2. Condition Report

Items on display throughout the house are vulnerable to elements in the environment that create dust, dirt, insect and rodent damage, are in some cases left unprotected from sunlight when shutters are opened, are languishing in poor air quality because of lack of air circulation and increased humidity especially during the summer months, and are greatly exposed to potential theft during open hours.

Key Issues

Most of the collection has not been cataloged and is not currently stored under environmentally safe conditions.

Researchers have no access to the contents of the collection that have not been processed in any way.

There is no way to assess the value—in terms of our mission, for researchers, or monetarily-- of the undocumented collection.

There is no adequate space for researchers to work or to have ready, but secure, access to materials.

3. Current Activities

Liz Strachan and Bobbie Speigelman are currently surveying the entire collection in order to compile a more accurate list of general contents in the collection, different categories within the collection, and its overall condition in order to provide a better sense of what we have and where we need to go from here to protect the collection for the future.

We are working on an Emergency Contacts list and anticipate we'll have a formal disaster plan before the year is out. We are developing a Pocket Response Plan (PREP) for the Society. I'm considering an NEDCC [Northeast Document Conservation Center] workshop on the topic. We'll also get suggestions from Angelina Altobellis, member of the NEDCC staff and visiting consultant.

A collection committee is being formed with knowledgeable members on the committee to address issues around the current collection and the acquisition of additional/future items according to our mission and policies. This group will also tackle the matter of deaccessioning items that don't relate to the collection. Frank Jenkins and Peter Benedict are members with expertise in furniture assessments. Doug Brown, archivist at Groton School, has agreed to join the committee as well. Earl Carter, a former GHS curator, will also serve on the committee.

Angelina Altobellis, consultant from NEDCC, visited Boutwell House on March 9, 2011 to do an informal assessment of the collection. This will be a springboard from which to make future decisions about collection preservation issues.

The Bruce J. Anderson grant proposal has a component for collection conservation, if we're awarded the funds.

F. Development

1 Current Capital Campaign Exploration

- The GHS endowment is \$150,000.
- Some money was lost in the market crash of 2008.

- Monthly income is about \$1,000.
- Expenses outweigh revenues by a margin of three to one.
- Insurance claim payment amounted to about \$7,000 one time, which covered the water system failure.
- Monthly expenditures are about \$3,000, which include Administrator's stipend for Kara Fossey.

2 Current sources of revenue

Membership dues
 Annual giving
 Fundraising
 CPC Grant
 Events
 Donations
 Research Fees
 Grants
 Gifts

3 Grants and gifts

John Ott reported that the 2010 Annual Appeal has brought in 51 gifts totaling \$6,660 through January 7, 2011. Some donations came from as far away as California and Wisconsin.

We have been notified that we will be receiving funds resulting from the Bruce J. Anderson grant proposal which has a component for collection conservation.

4 Recent Accomplishments of the Groton Historical Society

The Groton Historical Society has moved into the 21st century with many accomplishments to support our ongoing efforts to forge a relationship between our past and its future.

Technology -

Through the first decade of this new century, we've incorporated new technology into our operation with the installation of PastPerfect software to enable us to catalog our valuable collection, created a web site and joined the social media phenomenon with a Facebook account. We've digitized precious early 20th-century glass slides capturing historic Groton houses.

Administrative Assistant -

With the hiring of an administrative assistant, we're able to respond more timely to requests for visits and research queries, monitor membership information, and

publish our quarterly newsletters. [NB: as of the end of October 2011, this position is temporarily on hold.]

Programs -

We continue to draw sizable audiences for our regularly scheduled quarterly programs and participated in the very-well received Groton's 350th celebration. We were co-sponsors in the 2005 and 2007 Civil War re-enactments that drew onlookers from far and wide.

Publications -

Our support of the ad hoc committee working on the commemorative book, *Groton at 350: The History of a Massachusetts Town, 1655-2005*, ensured our interest in acquiring the publishing rights to print future editions. The pictorial history of Groton presented in the Arcadia history series continues to attract interested buyers. A concerted effort has been mounted to improve the quality and content of the quarterly newsletter.

Collaboration –

Our collaboration with the Groton Public Library has resurrected a shared history and broadened our exposure to the greater Groton community.

Fundraising -

Funding through successful grant awards is making the difference in our efforts to keep our facility and collections better preserved for posterity. Our most successful effort has been through the 2011 all-town support for sizable CPA funding to restore the Boutwell House and upgrade its infrastructure.

We are inspired and encouraged to build on this solid foundation to grow and strengthen the lines to our past.

G Publications

Outreach also includes making available publications about town history. Except for the publication of the quarterly newsletter, which has received considerable revision recently, the Society has not published any new booklets on some phase or another of town history in some time. Publication requires a continuing effort to carry out research and then getting what has been written involved in the full range of rewriting, editing, and publishing procedures. A need exists for an extended study to be written of George Boutwell and another of the Boutwell family, let alone of other important figures in town. A children's story grounded in Groton history is needed too, along with a new compilation of some of the previous publications still being offered for sale at Boutwell House. Work does seem about to start to create short articles on Groton history on a regular basis for publication in the local newspaper.

II The Groton Historical Society Tomorrow – A Strategic Plan for Action and Growth

The following Strategic Plan is developed using a “Rolling” planning model which allows for changing priorities over the course of the Plan’s period of performance. The first year’s plan addresses our most pressing priority, that of rehabilitation of the Boutwell House and protecting our collections. The five-year plan focuses on enhancing the Society finances, the collections, and membership growth. The ten-year plan acknowledges the need to provide space and curation capabilities for significant collections which may be donated to the Society in the future.

Year One Plan - Managing the Society through the Rehabilitation of the Boutwell House

2012 Vision

The Groton Historical -Society’s vision for the first year of the plan is to be responsive to our most important current priority. Therefore by the end of year one we see a successful rehabilitation of the Boutwell House, the undamaged and fully accounted for collection back in the house and ready to tell Groton’s many stories. During this first year we have maintained high-quality programming despite the rehabilitation of the Boutwell House and have raised in the community and region an awareness of the Society, its purpose, and benefit to this and future generations. We have also received funding success from several important granting organizations. This year will also see a well-planned Capital Campaign developed, and our education program has been reestablished beginning with the elementary schools.



A Facilities – Facilities include all the property at 172 Main St.-- The Boutwell house, the Carriage house, and the Land.

Goal 1A1 - Secure collections to ready the house for rehabilitation.

Task 1A1a - Remove infiltrating water and protect basement from water.

Task 1A1b - Institute a daily security walkthrough.

Task 1A1c - Check collection items that have been subject to water and dampness.

Task 1A1d – Identify secure collections storage location.

Task 1A1e – Move “at risk” items of the collection to secure location.

Task 1A1f – Prepare Pocket Response Plan (PREP).

Goal 1A2 - Make sure the CPA application is approved.

Task 1A2a – Prepare deed restriction as requested by Groton Community Preservation Committee – Ray Lyons as directed by John Ott.

Task 1A2b - Contact Cable Access company re: a video tour of Boutwell House that could be used as a CPA presentation at Town meeting.

Goal 1A3 - Prepare Massachusetts Preservations Fund proposal.

Task 1A3a – Prepare and deliver proposal.

Goal 1A4 - Create Public Awareness of the rehabilitation project. - TBD

Task 1A4a – Prepare signage promoting the project

Task 1A4b – Prepare signage recognizing donors

Task 1A4c - Submit newspaper articles on project progress regularly.

Task 1A4d – Prepare GHS newsletter articles on rehab.

Goal 1A5 – Draw up Plans for Rehabilitation.

Task 1A5a – Plan Rehabilitation to establish an organized and dedicated house. The visitor experience should present a cohesive experience. Plan for dedicated research space, a Boutwell Room, a rotating exhibit room, a children’s room, a working kitchen. Plan logical circulation pattern that helps to tell the current story and is safe for all visitors.

Task 1A5b – Draft Building Maintenance Plan.

B Programs

Goal 1B1 – Continue and/or expand existing program series.

Task 1B1a – Develop collaborations with other organizations such as the Old Burying Ground Commission, Historic Commission, Williams Barn, Groton School, Groton Woman’s Club, etc.

Task 1B1b – Assist Tom Callahan in identifying interesting programs, rural churches, Historic New England, historic houses, celebrate Boutwell House.

Task 1B1c – Expand program publicity.

Task 1B1d – Prepare an Interpretive Plan for Groton with Historic Context Timeline.

Goal 1B2 – Expand Program Committee to allow for Continuation of Quarterly Subject-Specific Programs and Expand to Include an Individual Dedicated to Seeking out Special Programs and an Individual Dedicated to Programming the Annual Meeting and the Founder’s Days Events.

Task 1B2a – Solicit and Encourage the General Membership to add at least three New Members to the Program Committee.

Task 1B2b – Establish Tom Callahan as Chair of the Program Committee.

Task 1B2c – Establish Founders Days.

Task 1B2d – Plan 2011 Annual Meeting.

Goal 1B3 – Establish a Publicity Committee.

Task 1B3a – Establish a Publicity Position for the Society.

Task 1B3b – Develop Publicity Policies and Procedures.

Task 1B3c – Establish and Maintain a Society Calendar of Events and Programs.

Task 1B3d – Connect with other Community and Regional Historic Groups and Publicize their events and Programs on the GHS Calendar.

C Outreach

Goal 1C1 - Raise Community Awareness of the Society.

Task 1C1a – Prepare comprehensive article on the history of the Society.

Task 1C1b – Prepare a regular column on the Society in *The Groton Herald*

Task 1C1c – Establish a list of speakers and publicize their availability to Groton/Regional organizations and schools.

Goal 1C2 – Re-enter rehabilitated Boutwell House

Task 1C2a – Plan Open House upon Society acceptance of rehabilitated Boutwell House.

Task 1C2b – Widely Publicize Open House.

Task 1C2c – Prepare major newspaper article on the rehabilitation with images.

Goal 1C3 – Increase Membership – Obtain 75 new Members.

Task 1C3a – Increase membership through programs and community campaigns.

Task 1C3b - Hand out “new” membership applications at every town meeting and other community gatherings.

Task 1C3c – Seek membership from a broad cross section of people with varied interests, and varied generations, i.e., Rotary, Groton Board of Trade, Schools (public and private), Veterans groups, Churches, and local businesses.

Task 1C3d – Set a date for the annual membership drive.

D Collections Management

For the purposes of the Strategic Plan, *inventory* is the process of counting and organizing the existing collection to evaluate condition and assess space and level of effort needs for its curation. *Cataloging* is the process of describing individual objects or lots (groups) of objects in detail and establish provenance, which may require in depth research efforts.

Goal 1D1 – Update General Inventory

Task 1D1a - Get a general overview of the contents of our collection in order to assess what our needs are for moving and storing and for the next phase of planning for the future presentation of the GHS.

Task 1D1b – Evaluate the collection in order to think about what our strengths are and how best to highlight and promote these resources.

Task 1D1c – Begin deaccession planning.

Task 1D1d – Begin acquisition planning.

Task 1D1e – Use our limited human resources to get the broad sense of the collection before we start to break it down into parts. Use Scatter - Gather to inventory the items that are meaningful to us--even before we decide to officially enter these into our catalog database--so that we don't have to do these steps more than once. This will require the acquisition of specific tools to proceed.

The Society's Curator has gone through the house with specialist Frank Jenkins just to get a handle on the furniture items. This has been very helpful having Frank's input and will be useful in thinking about our needs to secure our furniture items once construction begins.

This general inventory will take much concentrated time but I feel it's the best way to go given our timeline.

Goal 1D2 – Establish Cataloging Procedures.

Task 1D2a – Begin seriously cataloging the bulk of the outstanding parts of the collection (prioritize the more significant items/categories). Determine the strengths of the collection and focus on these as top priority.

Task 1D2b - Set up online access to the catalog (we don't have to upgrade to version 5.0, but we'll have a set-up expense and an annual fee for version 4.0). This will broadly expand information about our collection; we can determine the searchable fields and records, and the images would be watermarked to keep them secure.

Goal 1D3 – Assess Space Needs.

Task 1D3a - Find safe and secure temporary storage for collection while undergoing repairs on House.

Task 1D3b – Establish permanent storage space for items not on display.

Task 1D3c - Find space to securely store future additions to collection. We have the potential to inherit major private collections, and we'll need

to provide a safe and secure environment to encourage these donors to look to us as caretakers of their historic holdings.

Task 1D3d - Work with collection's committee to deaccession items not relevant to collection. This could be a source of income for GHS and open up valuable space.

Task 1D3e - Address security issues. It's very easy for would-be thieves to steal valuable items, and given our present situation we might not even be aware that anything's missing.

Task 1D3f - Improve lighting and security.

Task 1D3g - Rebuild the back barn to be able to store rolling stock, (vehicles), in a space that is heated, insulated, and well lighted.

Goal 1D4 – Improve Collections Presentation.

Task 1D4a - Evaluate policies that relate to defining collection past and future. Ascertain that our policies express our needs and provide the best guidelines for maintaining/building our collection according to our mission statement.

Task 1D4b - Design displays that better enhance and interpret the collection.

Task 1D4c - Make photocopies of most popular items (maps?) so that they're easily accessible to researchers.

Task 1D4d - Acquire more suitable and secure display cases to showcase artifacts for both themed and/or permanent exhibits.

Task 1D4e - Upgrade labeling for display items.

Task 1D4f - Seek out sponsorships to target specific collections—Boutwell's study including his books and letters; map collections; samplers—or apply for funding to curate.

E Development

Goal 1E1 – Develop and launch Capital Campaign

Task 1E1a - Create a "Case Statement" for the capital campaign.

Task 1E1b - Create a scope of services and RFQ to work with consultant.

Task 1E1c - Choose and begin work with a fundraising consultant.

Task 1E1d - Strengthen the Board of Directors commitment to the capital campaign.

Goal 1E2 – Initiate Donor Identification Project.

Task 1E2a - Initiate Donor Identification.

Goal 1E3 – Pursue all Possible Grant Opportunities.

Task 1E3a -Prepare NEH Planning Grant Proposal (planning for expansion).

Task 1E3b – Establish a Grant Screening Committee.

Task 1E3c – Identify Grant Writers in the Society and Seek Agreements to Participate.

F Publications

Goal 1F1 – Establish Publications Committee.

Task 1F1a – Identify and Recruit Committee Members – David Gordon, Chair; Barbara Murray, Editor; Others.

Task 1F1b – Begin Planning for New Publications—Groton Houses Book, Boutwell biography, illustrated catalogs of various GHS collections.

Task 1F1c – Develop Year One to Five Publications Program.

Goal 1F2 – Produce at least One Brochure.

Task 1F2a – Produce Rail Trail Brochure.

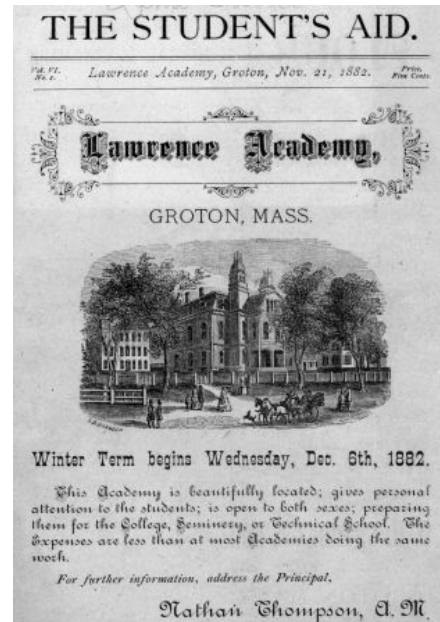
Goal 1F3 – Post Society Newsletter Online

Task 1F3a – Continue to improve Quality and content of Newsletter.

Year Five Plan - Managing the Stabilization of the Society in Preparation for Growth

2016 Vision

With the Boutwell House renovations in place and program space identified, the Society can begin drawing on its facilities, collections and people to begin the process of concentrated growth and accomplishments. In the first five years the Society will have been stabilized financially, have a growing membership, a thoroughly inventoried and cataloged collection base with certified collections donors seeking curation of private and public collections from within Groton and from without. The Boutwell House will be a strong town center anchor attracting visitors throughout the year to programs, exhibits and celebrations. The Society will be known regionally as a source of important programs and lectures relating the past to current events, including debates, and manager of a vital virtual presence on social media and other as yet unknown forms of web presence.



A Facilities

Goal 5A1 – Establish Boutwell House as a strong and secure center for research, curation, program planning, and visitor engagement with the many stories of Groton and the North Middlesex region and its place on the local, regional, national and world stage.

Task 5A1a – Populate the Boutwell House with display, research and program materials. This includes the establishment of research space, a Boutwell Room, a rotating exhibit space and a children's room.

Task 5A1b – Make collections available to the widest population possible.

Goal 5A2 – Upgrade the current barn.

Task 5A2a – Make the Society's rolling stock visible to the community and its visitors.

Task 5A2b - Plan for Replacement and/or Expansion.

Task 5A2c – Identify Possible Satellite Facilities for Expansion.

Goal 5A3 – Restore the property to a visitor-friendly space.

Task 5A3a – Clean up property.

Task 5A3b – Commission a period-appropriate landscape design and implement.

Task 5A3c – Restore and repair the well.

Task 5A3d – Restore the windmill.

Task 5A3e – Commission through the CPA an archaeological survey of the property. Prior to any landscape changes conduct mitigative archaeological excavations involving the community.

Task 5A3f – Conduct all rehabilitation of the property and its features in accordance with the Secretary of the Interior’s Standards.

Goal 5A4 – Begin Expansion Planning.

Task 5A4a- Initiate Search for Society Expansion Property

Task 5A4b- Initiate Expansion Feasibility Study

B Programs

Goal 5B1 – Increase Number of Programs per Year.

Task 5B1a – Establish a Yearly Founders Day Celebration.

Task 5B1b – Regularize Programs Relating to separate periods in Groton History.

Task 5B1c – Implement a Comprehensive Interpretive Plan for Groton with Historic Context Timeline.

Task 5B1d – Identify Topic Areas for the Quarterly Program Schedule

Task 5B1e – Establish the Annual Meeting as a Celebration of our Donors, the Year’s Accomplishments, and Goals met.

Goal 5B2 – Develop Programs for Families.

Task 5B2a – Support the Historically Appropriate Development of the Groton Fairgrounds.

Task 5B2b – Identify “Groton Historical Tours” Routes and Features.

Task 5B2c – Support Old Burial Ground Commission in Developing and Presenting Tour and Education Programs.

Task 5B2d – Develop Map, Tour and Education Program for the “New Cemetery”

Goal 5B3 – Establish Guidelines for Presenting History and Archaeology to the Public.

Task 5B3a – Establish Ties to the Native American Community and Seek their assistance when Presenting Programs Relating to Native American History and Resources.

Task 5B3b – Establish “History of Place” as context for History and Archaeological Presentations (also “Spirit of Place”? see above)

Goal 5B4 – Establish the Apprentice Historian Program.

Task 5B4a – Develop Program Policies, Procedures, and Guidelines.

Task 5B4b – Develop Memo of Agreement with School(s).

Task 5B4c – Begin Program.

C Outreach

Goal 5C1 – Establish Society Brand.

Task 5C1a – Board of Directors Meet to Agree on the “Look and Feel” of the Society, its products, its Identifier, signs and banners, decorations for events.

Task 5C1b – Integrate above task with web site, Facebook pages, letterhead, newspaper articles, flyers, etc.

Goal 5C2 – Establish a Research Committee to Assist Society Members and Others in Research at the Society and in Groton – Collaborate with Town Clerk, Library, Thomas More College, LA, GS, Earl Carter, etc.

Task 5C2a – Prepare an Annotated Catalog of Research Materials and Access Points for Groton Research.

Task 5C2b – Prepare Brochure on Research Opportunities in Groton.

Task 5C2c – Develop Cooperative agreements with New England Schools and Universities.

Goal 5C3 – Increase Society Membership.

Task 5C3a – Establish “Be a Part of History” Membership Outreach Campaign.

Goal 5C4 – Develop Strong Media Presence.

Task 5C4a - Upgrade Society Web Site to a Dynamic Source of News, Information, and Educational Interaction.

Task 5C4b – Establish a Strong Facebook Following.

Task 5C4c – Explore New Social Media Opportunities.

D Collections Management

Goal 5D1 – Improve Documents Management

Task 5D1a – Establish a Documents Management Committee charged with organizing, cleaning, and preparing a comprehensive inventory of the Society’s Document Holdings and Recommending deaccession/selling Actions.

Task 5D1b – Establish a Collaborative Network with Town Clerk, Library, Thomas More College, LA, GS, Earl Carter, etc.

Task 5D1c – In Collaboration with Town Clerk, Library, Thomas Moore, LA, GS, Earl Carter, etc. Explore the Development of a Comprehensive Online Catalog of Groton Documents.

Goal 5D2 – Establish Boutwell Room and Exhibit.

Task 5D2a – Survey the Document and Artifact Collections for materials related to George Boutwell, his Life and Times, and his Family

Task 5D2b – Catalog Boutwell Materials and Create an Illustrated Catalog for Publication.

Task 5D2c – Mount a Permanent Exhibit in a Dedicated Boutwell Room of the Boutwell house.

Task 5D2d – Establish a Cash Prize for a Masters/PhD Thesis on the Life and Times of George Boutwell. Solicit Brian Bixby as a Possible Author.

Goal 5D3 – Building on the GHC Agricultural Historic Context Mount an Exhibit on Groton Agriculture and the Past and Present Contributions of Groton’s Agricultural Community.

Task 5D3a – Survey the Document and Artifact Collections for materials related to Groton Agriculture.

Task 5D3b – Catalog Agricultural Materials and Create an Illustrated Catalog for Publication.

Task 5D3c – Mount an Exhibit on Groton Agriculture Past and Present in the Boutwell House.

Task 5D3d – Develop Oral History Series of Groton Farming Families.

Goal 5D4 – Catalog Full Collection

Task 5D4a – Seek Grant Funding for Survey and Cataloging Full Collection.

Task 5D4b – Prepare Work Plan, Schedule, and Priority List for Cataloging Full Collection.

Task 5D4c – Catalogue Collection.

Task 5D4d – Develop Series of Artifact-Specific Illustrated Catalogs for Publication.

E Development

Goal 5E1 – Establish a Comprehensive and Visible Development Plan.

Task 5E1a – Increase Fundraising Goal.

Task 5E1b – Establish Fundraising Structure.

Task 5E1c – Compile Navigable list of Donors, Potential Donors, and Identify Methods of Soliciting Donations.

Task 5E1d - Create Categories for Donations.

Task 5E1e – Develop Planned Giving Strategy.

Task 5E1f – Develop Bequest Program.

Task 5E1g- Create Gift Acceptance Policy.

Task 5E1h – Document Relations with Other Community Organizations.

F Publications

Goal 5F1 – Identify Publishable Materials within the Society’s Collections and in Groton in Collaboration with Town Clerk, Library, Thomas More College, LA, GS, Earl Carter, etc.

Task 5F1a – Research and Write Boutwell Book.

Task 5F1b – Develop Book, Monograph and Booklet List for Publication.

Task 5F1c – Research and Write Groton Inn Book.

Goal 5F2 – Produce at least One Major Publication Every Two Years.

Goal 5F3 – Produce at Least Two Minor publications per Year.

Goal 5F4 – Produce at Least Four Brochures per Year.

Year Ten Plan - Managing the Growth of the Society to Become an Indispensable Part of Our Community and Region

2022 Vision

The Society is recognized as a regional center of historical and archaeological information, technical expertise, exciting programs, historic and archeological scholarship, and training in many of the historical, collections management, and conservation skills. It is also a partner with the school systems of the region at all levels. In short, it has become the “Indispensable Curator of Groton’s History and Steward of its Past.”

A Facilities

Goal 10A1 – Complete Expansion Feasibility Study.

Task 10A1a - Review and comment on Feasibility Study begun in Year Five Plan.

Task 10A1b - Board Accepts Feasibility Study.

Task 10A1c - Board and Society Grant Writing Team Prepare Grant Application(s) to Prepare Detailed Expansion Plan.

Task 10A1d – Submit Detailed Expansion Plan to Board for Approval and Implementation.

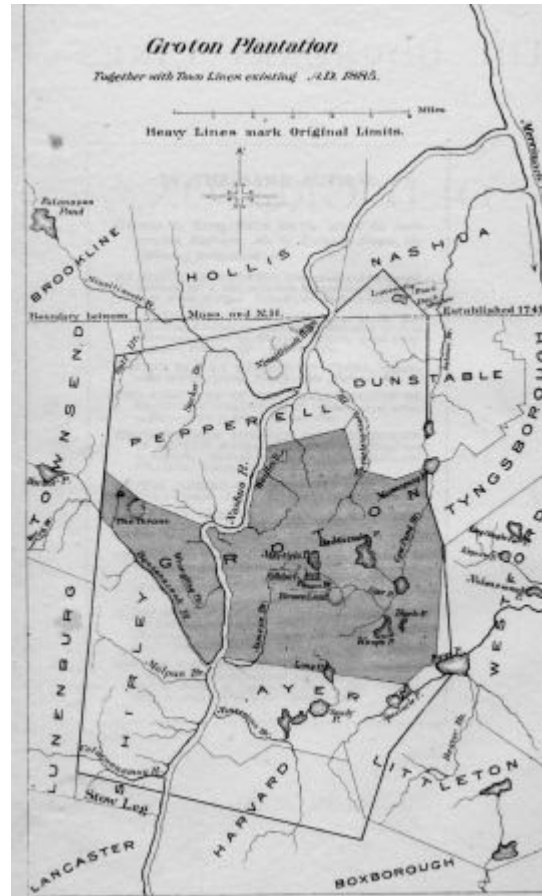
Goal 10A2 – Complete Boutwell House Maintenance and Management Plan.

Task 10A2a - Prepare RFP for Consultant to Prepare Boutwell House Maintenance and Management Plan.

Task 10A2b - Select Consultant.

Task 10A2c - Board and Building and Grounds Committee Review Draft Plan.

Task 10A2d - Board and Building and Grounds Committee Approve Final Plan.



Goal 10A3 – Have in Place Archives and Objects Storage Facility.

Task 10A3a - Curation and Buildings and Grounds Committees Identify Appropriate Long-Term Archival Storage Facility.

Task 10A3b - As our Collections Come on Line Move them to the Storage Facility.

B Programs

Goal 10B1 – Create John Tinker Memorial Lecture Series.

Task 10B1a - Establish Plantation Period Research and Writing Program.

Task 10B1b - Society Grant Application Team prepare Applications to Support Research, Writing, and Publication Program.

Task 10B1c - Initiate Lecture Series.

Goal 10B2 – Create Governor George Boutwell Lecture Series.

Task 10B2a -Establish Nineteenth-Century Research and Writing Program.

Task 10B2b - Society Grant Application Team prepare Applications to Support Research, Writing, and Publication Program

Task 10B2c - Initiate Lecture Series.

Goal 10B3 – Establish School Partnership.

Task 10B3a - Develop Cooperative Partnership Agreement with GD Lower school.

Task 10B3b - Establish Young Historians Program.

Task 10B3c - Develop Cooperative Partnership Agreement with GD Middle School.

Task 10B3d - Continue Apprentice Historians Program.

Task 10B3e - Develop Cooperative Partnership Agreement with GD High School.

Task 10B3f - Establish Groton Historians Program.

Task 10B3g - Develop Cooperative Partnership Agreement with Several Colleges and Universities.

Task 10 B3h - Establish Consulting Historians Program.

Goal 10B4 – Establish Self guided Trail System (collaborate with Trails Committee, Conservation Commission, Conservation Trust).

Task 10B4a - Establish Cooperative Agreement with Groton Trails Committee.

Task 10B4b - Establish Cooperative Agreement with Groton Conservation Commission.

Task 10B4c - Establish Cooperative Agreement with Groton Conservation Trust.

Task 10B4d - Establish Cooperative Agreement with Groton Historical Commission.

Task 10B4e - In Collaboration with Town Commissions/Committees Prepare Self Guiding Brochures with “What You Will See” Information for Trails.

Goal 10B5 – Set up Society Speakers Bureau.

Task 10B5a - Identify Local and Regional Speakers on a Broad Range of Topics.

Task 10B5b - Market Groton Speakers to Local and Regional Public and Private Organizations.

Goal 10B6 – Continue to Strengthen Program Committee.

C Outreach

Goal 10C1 – Establish Links, Partnerships and Collaborative agreements with Cities and Towns in Region, Freedom’s Way, etc.

Goal 10C2 – Establish Program of Marketing Groton Research Potential to Schools and Universities.

Goal 10C3 – Establish strong tradition of Increasing Membership at Every Opportunity.

D Collections Management

Goal 10D1 – Document All Collections of the Society Online.

Goal 10 D2 – Store All Collections not on Display in Permanent Accessible and Secure Storage.

Goal 10D3 – Have Consulting Conservator in Place and Available.

Goal 10D4 – Ensure Collections are in Regular use for Outreach and/or Research.

E Development

Goal 10E1 – Ensure Society’s Endowment is Thriving and Growing.

Goal 10E2 – Ensure Grant Proposal Research and Writing Committee is in Place and Active.

Goal 10E3 – Ensure Grant Giving Research and Writing Committee is in Place and Active.

Goal 10E4 – Ensure Permanent Staff is in Place and Implementing the Above Three Goals and Supporting Membership Activities.

F Publications

Goal 10Fa – Produce at least One Major Publication Every Two Years.

Goal 10Fb – Produce at Least Two Minor publications per Year.

Goal 10Fc – Produce at Least Four Brochures per Year.

Moving Forward

New Mission Statement (if any)

Our Summary Vision for the Future

A Note from Our President