

2018: Year in Review

For years, the Ruth Stone Foundation has focused almost primarily on one front: renovating the Ruth Stone House. While this continued in earnest in 2018, new and exciting programs were launched and others that were once informal gatherings have taken on a new and more substantial life.

Programming

Free Writing Workshop at Brandon Public Library/Pease-Stone Household

Starting on October 9th, Ben Pease and Bianca Stone conducted a free, two-hour workshop at the Brandon Public Library, open to the public. With a few exceptions, the workshop has taken place every week. Packets of poems are made and printed for students each week.



Workshop members discuss a poem.



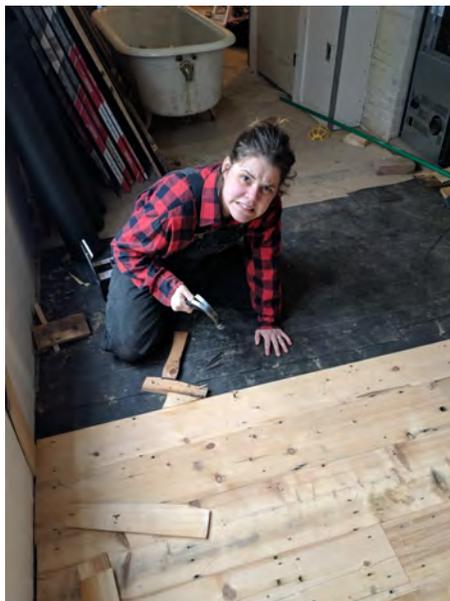
Bianca photobombs a shot of the packet of poems being put together for students.

The Next Galaxy Poetry Initiative—now with broadsides

Over 800 Hours of volunteer labor on the house! That equals about \$20,000 worth of work done on the house! Not only did a host of volunteers, many of whom were poets, work on the Ruth Stone House and read poems by the fire, many typeset and printed broadsides of their own poems! Poets kept half of the printing and left RSF with the other half, many which were sold during our silent auction.



Volunteers relax after a long day in Goshen in October!



A volunteer winces after missing a nail and giving a floorboard the ole hammer kiss.



A big group gathers after a day of installing drywall on the ceilings.



Michelle Burgess expertly tunes up the Ruth Stone House Vandercook!



Broadside of a poem written and typeset by Paige Taggart



Ana Božičević and Nellie Pierce work in the letterpress room

The Ruth Stone Foundation Podcast and Newsletter

Starting in July, the Ruth Stone Foundation Newsletter launched, which features an episodic podcast hosted by Bianca Stone and Ben Pease, the publication of a single poem, and a letter from Bianca Stone herself. Ben Pease built a new website dedicated solely to the podcast, which can be found at podcast.ruthstonefoundation.org. Besides the new site, the podcast is available on iTunes and Google Play Music.



Ruth Stone Foundation Annual Potluck and Silent Auction

After the success of 2017's potluck to celebrate the unveiling of the roadside historic marker, it was decided the event should be held every year. An online silent auction ran alongside the in-person one.



Bianca Stone as Chard deNiord, Alison Prine, and Didi Jackson read at the potluck

Renovations on the Ruth Stone House

As opposed to previous years, our finances made it possible that only volunteer-lead projects moved forward. While this was a humbling reality, it led to a more concerted effort to enlist volunteers and brought about Walter Stone's increased and now invaluable involvement with the organization.

Little Living Room Flooring

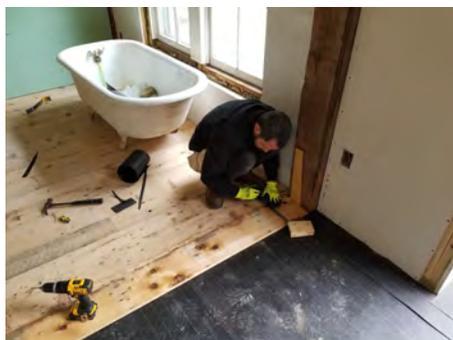
Using the reclaimed floor boards donated by David Ferm, we completed flooring the "Little Living Room" in April of 2018. Four sets of volunteers have got us where we are today: with thanks to Eric Amling, Henry Croll, Sarah Jean Grimm, Dave Harple, Ben Pease, Guy Pettit, Bianca Stone, Laura Stone, and Walter Stone for all the hard work!



Eric Amling, Sarah Jean Grimm, and Walter Stone work with Ben Pease, photographer, to begin installation of flooring in December 17.



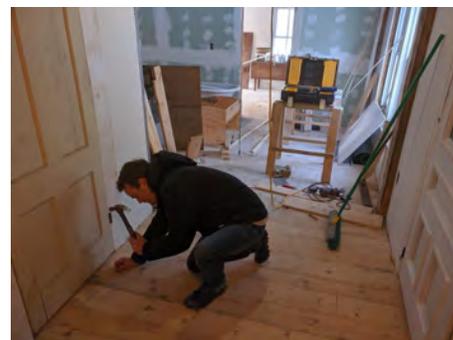
Without heat in Goshen, work stopped for the winter and resumed in April 2018. Here, Ben Pease and Dave Harple continue flooring.



After using a small block and wedge to get the often curved floorboards straight against the previous one, the Guy Pettit uses a combination square to mark and pre-drill holes for the nails.



Completed!



In order to install the exterior door, the floor installation was continued through the mud room later in the year.

100 volunteer hours provided. ~\$2,500 in donated floor boards and \$75 for square nails

Finishing Installation of Main Block Siding, Part 1: The Front

Many clapboards still needed to be replaced after they were removed in order to redo the foundation in 2016. The area to the left of the window was where a cement block chimney connected to the house.



The house in summer 2016, jacked and ready for a new foundation.



With the right half of the front finished in 2017, this was all that was left to redo in 2018.



Essentially a two day project—



the completion of this task lead us to scraping and painting the front at the end of our work season.

25 volunteer hours provided. Two packs 10, 16-foot pre-primed clapboards at \$250.

Resheathing the back of the main block

While we decided to keep a majority of clapboards on the front and side of the main block, the clapboards on the back of the house were in much worse shape, and we decided they needed to be replaced. While prepping for this job, we determined much of the sheathing needed replacing as well. As money was particularly tight at this period of time, we elected to work from ladders to save on scaffolding rental costs.



Walter Stone, disgusted by the condition and gaps between pieces, relished removing the old sheathing



New plywood sheathing



Seeing the bones of the house from the outside.



Probably the most demanding project of the summer, completed!

100 volunteer hours and \$110 in materials (8 sheets of plywood \$85, 1 roll #30 tar paper, \$18, cap nails \$7)

Finishing Installation of Main Block Siding, Part 2: The Back

This job took place in a sort of back-and-forth pattern with the replacement of the sheathing. Many clapboards were removed in 2017 in order to install new windows, and Walter Stone and Ben Pease took out the rest prior to installing the new ones. Robert Demic volunteered his time and truck trailer to haul away the debris.



Ted Dodson, Ben Fama, and Sasha Fletcher begin installing clapboards on the back of the house, May 18



Clapboards to the left of the leftmost window approach its top while installation had to wait in between the two windows until the sheathing could be replaced.



With the sheathing installed, more progress!



Complete!

50 volunteer hours and \$750 in materials (7 packs of unprimed clapboards of plywood \$700, 5 pounds of stainless steel siding nails \$50)

Ceiling Drywall Installation

Last year over two-hundred hours were spent framing and insulating the ceilings. This year we installed the drywall and (most of) the trim between the ceiling joists.



Ceiling framed and insulated



Jake Lagerstrom, Ben Pease, and Walter Stone install the drywall



One wave of drywall installed with a hoist lent to the foundation by neighbor Brian Ford.



Ben Fama uses a nail gun to install quarter round trim around the ceiling drywall.

100 volunteer hours + \$500 (14 sheets of drywall \$200, 400' of 1/4" \$300)

Finishing and Taping Drywall on Walls

A job that always got pushed back for other jobs considered higher priority, nonetheless, a majority of the drywall has been “taped” or had drywall tape and joint compound applied.



Custom-made frame on which pieces of drywall were wet and curved so as to fit on the curved bathroom wall.



Curved pieces installed onto bathroom wall and partially taped.



Partition wall between master bedroom and little living room.



Progress on interior bathroom drywall.

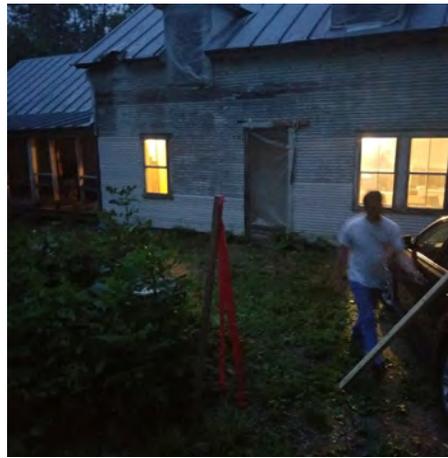
? hours + \$15 for a bucket of joint compound (No one likes taping drywall, so Ben finds himself doing it in between other jobs, losing track of time as he scraps the combination of gypsum dust and water over screws and joints to make many pieces appear as one).

Installing the Historic Roadside Marker

This adventure started in May, and the sign wasn't installed until October!



Neighbor Ethan West let us borrow his truck so we could pick up the pole on which the sign would be installed! May 18



Late night adventure installing a piece of lumber so DigSafe could give us the okay on where to install the sign. July 18.



Walter Stone and Brian Ford dig the 4-foot hole by hand. September 18.



Ben Pease and Walter Stone exhibit apprehension as they prepare to muscle the sign onto the pole on ladders!



Getting the sign up...



And there it is!

After all the waiting, it took about 5 volunteer hours and a tank of gas

Scraping and Painting the Front of the Main Block

With the first frost looming, we set out to get the front of the house scraped and primed before it got too cold. Sampson Starkweather joined Walter in Ben in the arduous task of removing the old paint



Ted Dodson applies wood filler to holes purposefully bore into the house to install installation sometime mid 20th century.



Proper precautions were taken before scraping the old lead paint.



Before



After

100 volunteer hours + \$100 (4 buckets of primer, lead-paint gear was donated)

Prepping and installing front door

With the support of Burgess Needle and Marcia Croll, we were able to delead the original doors on the house. The front door frame has been rebuilt and installed, and the front, exterior door has since been repainted, had its windows reglazed, and been re-installed.



Visitors with Odette



Contracted Work

Early in the year, we paid for tree removal for a pine tree that fell into the little house.

RSF Annual Report 2018

2018 Annual Report: Finances		
Cash on hand 12/31/2017	\$4,383.64	
Income 2018	Individual Donations	\$14,191.36
	Silent Auction/ Pot Luck Supper	\$1,100.00
	Total	\$15,291.36
Expenses	Building Supplies	\$2,102.88
	Utilities / Rentals	\$1,431.10
	Outside Contractors	\$2,803.86
	Goshen Taxes and Fees	\$3,693.71
	Auction/Potluck	\$347.40
	Fees	\$592.40
	Postage	\$322.02
	Office Supplies	\$244.17
	AWP	\$989.16
	Scholarship - Umass	\$250.00
	Special events	\$356.41
	Volunteers Expenses	\$68.16
	Printing supplies & equipment	\$627.08
	Total	\$13,828.35
Balance for 2017		\$1,463.01
Cash on hand 12/31/2017		\$4,383.64
Cash on hand 12/31/2017 plus 2018		\$5,846.65

Reviewing how we did with our 2018 Plans

The Selling of Ruth Stone's Papers

We are anticipating Ruth's papers will be sold in 2018. Since we don't know how much the papers will sell for, we cannot provide solid numbers yet, but we plan to separate the money into two groups. First, an endowment will be created, ideally enough so that the interest from it could cover operating expenses. The second area would be money for house renovation. This would be split into immediate action and matching grant allocation. If smart and patient, we could potentially double our money here with matching grants, particularly the "Vermont Arts Council Cultural Facilities Grant" and the Vermont Historical Preservation Grant.

The papers were not sold. Jaffe states that UVM is interested but is trying to raise the money to purchase them. He is prepared to offer them to colleges out of state if UVM does not act soon.

Grants

Ben and Rodney will work together to build a list of relevant grants and re-apply to those already discovered. Rodney is investing time and resources into becoming a stronger grant writer.

Applying for grants was not made a priority this year. We applied to and did not win the Vermont Arts Council's Cultural Facilities Grant. We did have a phone conference where they provided many suggestions, including having a detailed programming strategic plan, more robust renovation plan, more clear explanation of how the papers would be sold, and either fewer related board members or a more thorough explanation of how the family does (or in reality does not) use the house in Goshen.

We did win a \$1,500 grant from the New York Community Trust, with a recommendation from Tom Healy.

Individual Donors

We have a small but growing base of individual donors who have gotten us to where we are today. We do not currently have a system in place that lists all those who have donated. Alina will bring together old Fractured Atlas data and create a working database with up-to-date contact info and donation history. Rodney suggested every board member should create a list of possible donors from their personal contacts. Once this list has been organized and grown, we will devise a standardized strategy for contacting people. This will require the creation of a brochure and other materials. We also need to create an incentive system for bigger donors, like donating X to purchase a new window, which would have a nameplate with the donor's info on it.

A mailing campaign was created with a brochure, custom remittance envelope and a letter crafted by Bianca Stone. The mailout saw positive returns even with a mailing list under 100 people.

Managing Volunteers and In-Kind Donations

As seen with David Ferm's donation of the flooring, in-kind donations can be as valuable as cash donations. While there was an estimated 2000 hours of volunteer work done on the house this year, Ben often found himself short-handed. Like the donor list, Ana will create and build a list of volunteers, and Ben will create a list of projects. We will then try to connect volunteers with projects on which they could be most helpful. Ana will also look into getting RSF connected with Volunteer organizations.

Ben Pease created a new page on the site where volunteers can sign up:

<https://ruthstonefoundation.org/next-galaxy/>. It used the 3rd party [signup.com](https://www.signup.com) to manage and track volunteer signups. Pease also created this part of the site to show the progress of renovations.

Connecting with the Local Community and New Programming

Bianca, our Creative Director, is looking to jumpstart new programming this year. She is looking to focus on setting up the printing press and both begun publishing broadsides and chapbooks on it as well as host a few small classes to help others learn and use the Vandercook. She is also looking to stop teaching online at other institutions and host her classes through RSF. Besides the printing press classes in Goshen, we are looking to Nora for building more connections in the local community in the Brandon/Goshen area.

We did not do classes on the Vandercook but both our machine and Bianca weren't ready yet. Instead, Bianca worked alongside volunteers to produce broadsides. Other new programming as noted above was also created. The free writing workshop is benefiting the local community and is but the first step is connecting with the community.

2019 Operational Plan

New Programming

RSF Reading Series

RSF seeks to host a reading series that will feature both nationally- and locally-acclaimed poets and writers. The series will be free and open to the public and allow guests to print their own broadsides on our new, clamshell press. We are considering finding a space where we can sell our own food and drink. If held at a bookstore, library, museum, or art gallery, we can get a one-day permit to serve alcohol ([link here to permit application](#)). We will also need a 1st Class Trainer certification in order to gain said permit ([found here](#)), \$25 a year per person.

To be established:

Location

Nature of on-site

Frequency of series

Number of readers

Open mic?

Broadside Retreat

RSF seeks to offer a intensive weekend retreat where poets will bring a collection of poems to be workshopped with the intention of choosing one that the resident will then typeset and print on one of our letterpress machines. To start we will offer one residency for free and one at half price.

To be established:

Price (and breakdown) of retreat

Length of retreat

Lodging + Food

How often retreat is offered or on rolling basis

Application and sign

Ruth Stone Books

RSF seeks to publish two chapbooks a year with appropriate promotion and readings to follow. A collection of Ruth Stone seasonal poems is already in the works, which will feature both standard and cloth-bound editions. The second chapbook will be from a living poet and will include not only promotion and a reading but also some kind of residency in Vermont. Ben Pease will layout the books and Bianca will design and print letterpress covers. Sale will be primarily through our website but also speciality bookstores like Berl's in Brooklyn.

To be determined

Print-run

Distribution

Reading and residency details

Book of the Month Club

As a part of the RSF Newsletter and podcast, RSF will add an interactive segment where an under-appreciated book will be selected and discussed. Listeners will have an opportunity to send in questions or comments before the podcast is recorded. If possible, the author will be interviewed.

To be determined

Sale of books through our site?

Authors to be featured

Improved Renovation Plan

RSF seeks to work with a general contractor to formalize the “Big House Renovation Plan,” which Pease created last year. Looking to add Jon Jessup to the board so he can help generate a list of priority renovations, estimates for each, and what renovations need to take place before the Ruth Stone House can open its doors and those that can happen afterwards. After this, will look to acquire bids from multiple GC’s in the area.

Ruth Stone Symposium

Schedule a symposium about Ruth to coincide with the release of the essential Ruth Stone reader. Bianca and Alike will be the point people on this effort.

Redesign Website

Convert homepage to a “one-page format.” Redesign to focus on current programming.

Ongoing Programming

Free Writing Workshop at Brandon Public Library/Pease-Stone Household

The free, weekly writing workshop will continue in Brandon. Chapbook and reading for students is being put together as well!

The Next Galaxy Poetry Initiative

Poets and volunteers will continued to be invited to the house to assist with renovations and create broadsides of their work. The site will be updated with new projects and a more convenient way for volunteers to sign up, including a system to track their hours.

The Ruth Stone Foundation Podcast and Newsletter

The Newsletter and podcast continues into the new year, bolstered by the book of the month club!

The Ruth Stone Foundation Silent Auction and Potluck

The tradition continues, with great local fare, poets and awesome items to bid on! Can we host this event at The Ruth Stone House this year?

Note on sale of papers: In the event that the papers are sold, we are prepared to split the money into three funds (An endowment, a house renovation fund, and a reserve fund) [as outlined in this memo](#)

2019 Funds and Expenses	\$5,406.36	Balance as of today in TD bank for current expenses				
	\$1,180.00	We can transfer to TD from People's Bank				
	1624.17	Funds incoming from Facebook Donations				
	\$8,210.53	Total Incoming				
	\$5,000	Board Pledged				
	\$13,210.53	Total Incoming and Pledged			\$13,210.53	Total Incoming and Pledged
					-\$5,267.00	Estimated Expenses
					\$7,943.53	Programming and Renovations
	Expenses for the year:					
	Taxes :	Jan-19	\$1,213.00			
		Aug-19	\$1,250.00	Estimated		
		Nov-19	\$1,250.00	Estimated		
		Total 2019	\$3,713.00			
	Rental		\$79.50	Per month		
			\$954.00	Per year.		
Green Mountain			\$50.00	Per month est		

			\$600.00	Per year		
Taxes, Rental, GMP			\$5,267.00	per year	\$440.00	per month

Board Contributions

2018 Pledged Amount	Amount Given
\$1,000	\$3,500
\$2,000	\$2,000
\$1,000	\$600
\$4,000	\$6,100
2019 Pledged Amount	
\$1,000	
\$2,000	
\$1,000	
\$1,000	
\$5,000	

Amendments to Bylaws

1. Change President of Board to Chair and revise description

President. The President of the Corporation shall:

- A. Preside at all meetings of the Board of Directors. S/he shall call the Annual Meetings and Special Meetings of the Board in accordance with these By-laws and statutory requirements.
- ~~B. Present a written report on the condition of the Corporation at the Annual Meeting~~
- ~~C. Have the authority to sign and execute contracts, instruments, notes, drafts or orders for payment in the name of the Corporation.~~
- D. Cause all books, reports, statements and certificates to be properly kept and filed as necessary or required by law.
- E. Implement and enforce these Bylaws as amended from time to time.
- F. ~~Perform all duties incident to the management, supervision and control of the business and activities of the Corporation,~~ and shall perform such other duties as the Board of Directors may designate from time to time.

2. Amend Treasurer Responsibilities

Treasurer. The Treasurer of the Corporation shall:

- A. Have the care and custody of, and be responsible for, all funds and securities owned by the Corporation in such banks, brokerage accounts, or other fiduciary accounts as the Board shall designate; deposit money, drafts, funds and other valuable property in the name and credit of the Corporation in such depositories as may be designated by the Board; disburse funds or property of the Corporation in such manner and for such purposes as shall be directed by the Board of Directors or by the President.
- B. Have the authority to make, sign and endorse in the name of the Corporation all checks, drafts, notes and other orders for the payment of money under the direction of the President, or as the Board may designate; all checks and commercial paper shall be signed in the manner designated by the Board of Directors
- C. Sign for loans, lines of credit or other instruments of indebtedness along with the President, as approved by the Board.

- D. Keep, in a manner consistent with recognized financial accounting standards, full and accurate accounts of the receipts and disbursements of the Corporation, including related and supporting statements, receipts and other documentation, which records shall be kept with the Corporation's papers; provide copies of such accounts and documentation, or any portion thereof, to thereof to any Director or Officer so requesting, or to any other person or entity duly authorized and entitled to receive same, including but not limited to any governmental and/ or regulatory agency.
- E. Render to the President and to the Directors at the Annual Meetings, or whenever they may require, a full or partial account of the transactions and financial condition of the Corporation. All checks and commercial paper shall be signed in the manner designated by the Board of Directors.
- F. **Will delegate to the Director of Finance the day-to-day financial operations of the foundation and assist when necessary.**

3. New Section of Bylaws for Executive Director

Executive Director

Appointment, Powers and Duties

The Board of Directors may appoint a person to exercise all of the powers and perform all of the duties set forth in this Article and shall designate such person so appointed as the Executive Director. Unless the Board of Directors otherwise provides, the Executive Director shall be the chief executive officer of the Corporation and shall have such general executive powers and duties of supervision and management as are usually vested in the office of the chief executive officer of a corporation, including carrying into effect all directions and resolutions of the Board of Directors. The Executive Director may execute all bonds, notes, debentures, mortgages, and other contracts requiring a seal, under the seal of the Corporation, may cause the seal to be affixed thereto, and may execute all other contracts and instruments for and in the name of the Corporation. The Executive Director shall direct the day-to-day affairs of the Corporation including supervising all employees of the Corporation, reporting to the Board of Directors any violation of the rules and regulations (if any), collecting any charges or fees, and keeping records in the form prescribed from time to time by the Board of Directors and reporting thereon whenever so requested by the Board of Directors. The Executive Director shall be directly responsible to the Board of Directors and shall report directly to the Board of Directors.

Budgets and Reports

The Executive Director shall cause to be prepared and shall submit to the Board of Directors for its approval an annual budget and all supplements thereto for each fiscal year. The Executive Director shall submit to the Board of Directors at its annual meeting a report summarizing the operations and affairs of the Corporation and its activities during the preceding year and setting forth the plans, programs or projects for future development, with such suggestions and recommendations as such officer shall deem appropriate. The Executive Director shall also make such reports to the Board of Directors as may be appropriate, or which may be required by these Bylaws, or by the Board of Directors.

Agents and Employees

The Executive Director shall have the power to employ, remove and suspend all agents and employees not elected or appointed by the Board of Directors, to determine the duties and responsibilities of such persons, to create such titles for such persons as such officer may deem desirable to enable them to execute their duties and responsibilities, and to fix and change the compensation of such persons.

Participation at Board and Committee Meetings

The Executive Director may be invited to participate in any meeting of the Board of Directors and any committee thereof, whether or not a member thereof.

Further Duties and Authority

The Executive Director shall have such other or further duties and authority as may be prescribed elsewhere in these Bylaws or the rules and regulations (if any) or from time to time by the Board of Directors and as described in the official job description.

Absence

In the event of the death or during the absence, incapacity, or inability or refusal to act of the Executive Director, the Board of Directors shall designate some other person to exercise all of the powers and perform all of the duties of the Executive Director.

- 1) Vote on changing the bylaws as stated above. Unanimous approval.
- 2) Ben Pease as Executive Director. Unanimous approval.