

**MINUTES OF THE  
WESTLAKE HISTORICAL SOCIETY  
BOARD MEETING**

**AUGUST 17, 2005**

**PRESENT:** President Kelly Bradley and Members Vickey Smith, Ruby Held, Jack Wiesman, Jean Dwinnell, and *Pathfinder* Editor Joyce Roach

**ABSENT:** Members Allen Heath, Tom Allen, Stephen Thornton, and Staff Liaison Carolyn Sims

**1. CALL TO ORDER**

President Bradley called the meeting to order at 6:10 p.m.

**2. ANNUAL MEETING**

Ms. Smith reported on plans for the Annual Meeting, including possible dates, possible locations, possible speakers, and options for the plaques.

Discussion ensued regarding “save the date” letters, the cost of invitations, and displaying antiques.

There was no action taken.

**3. 50-YEAR CELEBRATION AND COMMEMORATIVE HISTORY BOOK**

Discussion was held regarding the actual date of the anniversary, the joint effort of the Arbor Day Committee, other entities celebrating anniversaries, and possible Committee members.

Ms. Roach reported on plans for the History Book, advising that there will be three sections; History from the *Pathfinder*, 1956 onward – the founding of Westlake, and the modern (Perot) era. She also advised that there will be family histories included.

Discussion was held regarding the distribution of information regarding the History Book and the forms for families to provide their history.

There was no action taken.

**4. DATABASE REVIEW**

Discussion was held regarding the update of the database information.

There was no action taken.

**5. DISCUSSION OF “THANK YOU” AND “MEMBERSHIP” LETTERS**

Discussion was held regarding letterhead, mail merges, and labels.

There was no action taken.

**6. ADJOURN**

There being no further business, President Bradley declared the meeting adjourned at 8:05 p.m.

APPROVED BY THE WESTLAKD HISTORICAL SOCIETY BOARD ON THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 2005.

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Kelly Bradley, President

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Jean Dwinnell, TRMC, CMC, Town Secretary