

FY2016 Accomplishments - Historic Newton**Outcome # 1: Complete Archives Project at Jackson Homestead****Target****Result****Strategy #1: Move Archival Collections out of Jackson Homestead**

Confirm secure appropriate space for items.	Sum. 2015	Completed
Pack and move archival collections.	Sum. 2015	Completed

Strategy #2: Renovation of Archives and Homestead Building

Finalize plans and prepare bid documents.	Spring 2015	Completed
Hire contractor.	Sum. 2015	Completed
Complete construction.	Fall 2015	90% Complete
Finalize construction and punch list.	Winter 2015	April-May 2016

Outcome # 2: Expand knowledge of Newton's history**Target****Result****Strategy #1: School Program at Durant-Kenrick**

Develop updated school brochure and print	Fall 2015	Completed
Develop 2nd new school program	Fall 2015	Completed
Implement 2nd new school program	Spring 2016	Completed

Strategy #2: Grow Visitation and Public Engagement

Print and distribute updated brochure	Fall 2015	Completed
Promote rentals and programs through website	Ongoing	Ongoing
Identify collaborative partners and projects	Ongoing	Ongoing

Strategy #3: Continue Established Programs

Offer spring fest, hay fest, house tour, walking tours, lecture series and school visits.	Ongoing	Completed
Establish school vacation programs.	Ongoing	Completed

Strategy #4: Offer New programs

Offer new programs with new content.	Fall 2015	In progress
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Strategy #5: Plan for Southeast Gallery at Jackson Homestead

Plan for best use to serve the public and organizational goals.	Dec-15	Complete
Reinstallation of Southeast gallery.	Jun-16	Scheduled for completion May 2016

Outcome #3: A plan for Historic Newton's future**Target****Result****Strategy #1 Conduct a Strategic Planning Process**

New Director, board, & staff, engage in planning facilitated by consultant.	Sum. 2015	Completed
Plan complete and ready for ongoing implementation.	Fall 2015	Completed

Outcome #4: Progress on Historic Burying Grounds Restoration**Target****Result****Strategy #1 Tomb Work in East Parish Burying Ground**

Complete remaining work in East Parish Burying Ground.	Sum. 2015	March-June 2016
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FY2017 Desired Outcomes - Historic Newton

Outcome # 1: Assure Collections are Maintained to Serve Mission, Audience and Sustainability

Target

Strategy #1: Properly Store and Catalog the Archives to Protect Artifacts and Enhance their Accessibility

Reestablish the archives at Jackson Homestead. Summer 2016
Provide welcoming access to collections for full range of research and viewing interests. Ongoing

Strategy #2: Properly Care for Three-Dimensional Artifacts that Fit our Mission, Collections Policies and Interpretive Plan

Survey up to two subcollections for the possibility of reducing inappropriate artifacts through a formal, ethical deaccessioning process. May 2017
Work collaboratively with City departments to address critical collection storage needs. Ongoing

Outcome # 2: Expand knowledge of Newton's history through active community engagement

Target

Strategy #1: Increase School/Youth Group Attendance at Jackson Homestead and Durant-Kenrick

Design & promote programs for increased youth group attendance (e.g. Scouts, afterschool for at-risk students.) June 2017
Work with Newton Public Schools to increase engagement with HN among students, teachers and families. Ongoing

Strategy #2: Grow Visitation and Public Involvement

Continue successful established programs (e.g. Hay Fest, walking tours, lectures, school vacation programs.) Ongoing
Introduce new participatory programs for adults and families. Fall 2016 / 2017

Outcome #3: Make the resources of Historic Newton accessible and appealing to the broadest possible audiences

Target

Strategy #1: Offer Mission-Driven, Customer-Focused Programming that Connects with People's Diverse Interests

Make HN's collections and intellectual property easily available to anyone, anywhere, anytime through online mechanisms. Summer 2017
Create a future exhibitions plan (online or physical) that ties to our organizational vision and values. Fall 2016

Strategy #2: Leverage and Extend Historic Newton's Impact through Strategic Partnerships

Identify and pursue collaborative partners to co-market and co-create content for lectures, workshops and exhibits. Ongoing
Partner with businesses that will broaden our outreach to the community while adding resources to support our mission. Ongoing

FUND: 01 - GENERAL FUND
 DEPARTMENT: 603 - NEWTON HISTORY MUSEUM

**CITY OF NEWTON BUDGET
 DEPARTMENT LEGAL LEVEL OF CONTROL**

	ACTUAL 2014	ACTUAL 2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
NEWTON HISTORY MUSEUM SUMMARY						
51 - PERSONAL SERVICES	207,090	216,683	221,629	154,555	215,153	-6,476
52 - EXPENSES	18,902	21,237	23,681	14,941	26,246	2,565
57 - FRINGE BENEFITS	25,658	20,365	19,183	12,138	42,120	22,937
TOTAL DEPARTMENT	251,651	258,285	264,493	181,634	283,519	19,026
MUSEUM SERVICES						
51 - PERSONAL SERVICES	207,090	216,683	221,629	154,555	215,153	-6,476
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FUND: 01 - GENERAL FUND
DEPARTMENT: 603 - NEWTON HISTORY MUSEUM

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2014	ACTUAL FY2015	AMENDED 2016	YTD 4/13/2016	RECOMMENDED 2017	CHANGE 2016 to 2017
603 - NEWTON HISTORY MUSEUM						
0160301 - MUSEUM SERVICES						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	138,230	138,633	135,219	99,842	142,873	7,654
511101 PART TIME < 20 HRS/WK	39,446	44,916	54,327	45,356	39,370	-14,957
511102 PART TIME > 20 HRS/WK	28,665	30,366	31,583	9,357	32,410	827
515005 BONUSES	0	300	0	0	0	0
515006 VACATION BUY BACK	0	2,092	0	0	0	0
515102 CLEANING ALLOWANCE	750	375	500	0	500	0
TOTAL PERSONAL SERVICES	207,090	216,683	221,629	154,555	215,153	-6,476
EXPENSES						
5210 ELECTRICITY	4,101	4,448	7,000	4,620	7,000	0
5211 NATURAL GAS	4,408	3,249	4,500	2,725	4,500	0
5230 WATER & SEWER SERVIC	1,530	0	2,264	1,124	0	-2,264
52401 OFFICE EQUIPMENT R-M	327	1,179	871	698	4,186	3,315
5290 CLEANING/CUSTODIAL SV	4,654	4,475	5,044	3,401	5,100	56
53401 TELEPHONE	729	598	726	402	760	34
5341 POSTAGE	1,500	1,500	238	0	1,500	1,262
5342 PRINTING	775	520	966	464	1,300	334
5420 OFFICE SUPPLIES	694	5,194	1,872	1,354	1,600	-272
5450 CLEANING/CUSTODIAL SU	0	0	0	0	125	125
5710 VEHICLE USE REIMBURSE	183	74	200	153	175	-25
TOTAL EXPENSES	18,902	21,237	23,681	14,941	26,246	2,565
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	1,095	901	1,194	306	517	-677
57HLTH HEALTH INSURANCE	20,933	15,501	11,749	8,675	32,730	20,981
57LIFE BASIC LIFE INSURANCE	57	33	58	28	57	-1
57MEDA MEDICARE PAYROLL TAX	2,860	3,024	3,214	2,157	3,120	-94
57OPEB OPEB CONTRIBUTION	714	907	2,968	971	5,697	2,728
TOTAL FRINGE BENEFITS	25,658	20,365	19,183	12,138	42,120	22,937
TOTAL MUSEUM SERVICES	251,651	258,285	264,493	181,634	283,519	19,026
TOTAL NEWTON HISTORY MUSEUM	251,651	258,285	264,493	181,634	283,519	19,026

FUND: 01 - GENERAL FUND
 DEPARTMENT: 603 - NEWTON HISTORY MUSEUM

**CITY OF NEWTON BUDGET
 PERSONAL SERVICES SUMMARY**

ACCOUNT	POSITION TITLE	2016			2017		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	COMMUNITY ENGAGEMENT MN	H04	1.0	47,905	H04	1.00	49,153
	DIR JACKSON HOMESTEAD	H10	1.0	91,338	H10	1.00	93,720
Account Totals:			2.0	139,243		2.00	142,873
511101	CURATOR OF MANUSCRIPTS	H07	0.5	34,611	H07	0.49	35,511
	MUSEUM CLERK PT/WEKND	QQQ	0.1	3,874	QQQ	0.14	3,859
Account Totals:			0.6	38,485		0.63	39,370
511102	MUSEUM CLERK		0.8	31,591	S05	0.75	32,410
Account Totals:			0.8	31,591		0.75	32,410
Report Totals:			3.4	209,318		3.38	214,653