

Historic Newton

Mission Statement

To encourage inquiry about and exploration of Newton within the broad context of American History by maintaining historic properties, interpreting Newton's past and present, collecting, preserving and exhibiting artifacts of local significance and presenting public programs that involve the diverse population of Newton and the region.

FY2015 Accomplishments

Jackson Homestead - Archives relocation plan complete. Archives renovation project bid process completed.

Durant Kenrick - An open and functional Durant-Kenrick facility promoted.

Exhibitions -Community exhibits displayed at Newton Library and at Jackson Homestead.

Historic Burial Grounds - Another round of preservation work completed at East Parish Burying Ground.

Programs - Offered an active roster of programs that expanded knowledge of Newton's history.

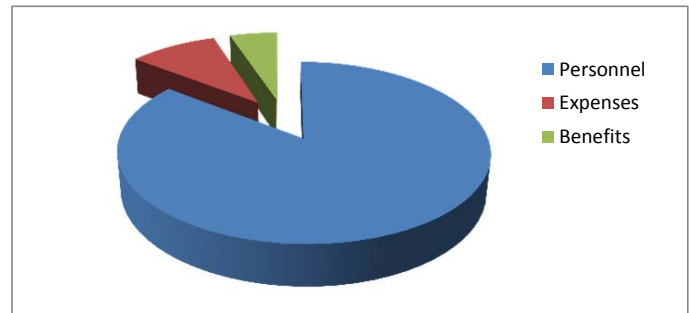
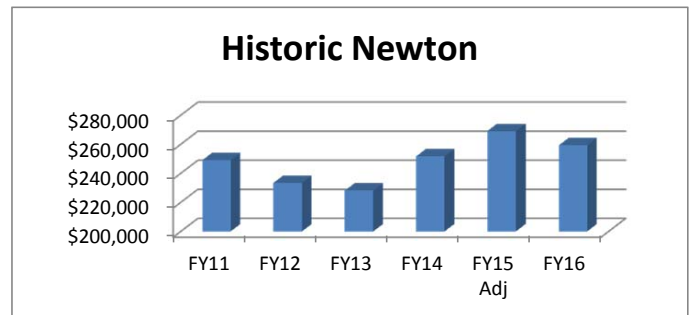
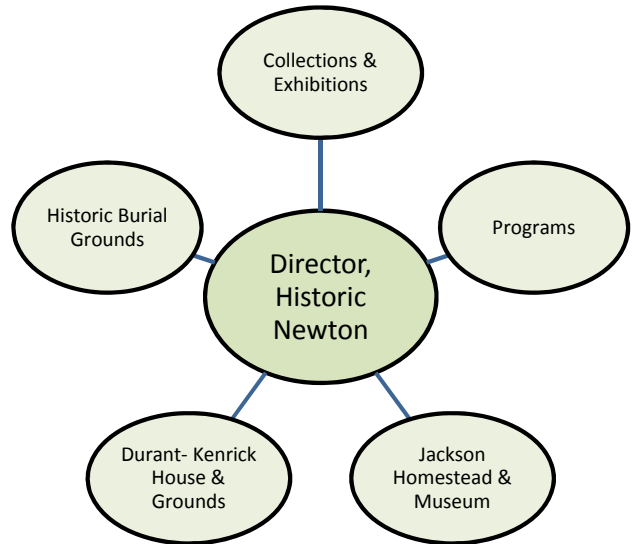
Fiscal Year 2016 Desired Outcomes

Jackson Homestead - Complete archives, fire safety and accessibility renovation project.

Education & Programs - Offer educational & public programs that expand the knowledge and appreciation of Newton's history.

Historic Burying Grounds: Progress on historic burying grounds restoration.

Historic Newton - Complete a strategic plan for Historic Newton's future.



Department Detail

	Actual				<-Adj Budget->		<-Proposed->	
	FY2011	FY2012	FY2013	FY2014	FY2015	FY2015	FY2016	
Expenditure by Core Function								
Personnel	\$ 194,626	\$ 186,815	\$ 185,930	\$ 207,090	\$ 221,852	\$ 221,852	\$ 221,629	
Expenses	\$ 19,484	\$ 19,437	\$ 18,795	\$ 18,902	\$ 21,396	\$ 21,396	\$ 24,417	
Benefits	\$ 34,867	\$ 27,196	\$ 23,350	\$ 25,658	\$ 25,878	\$ 25,878	\$ 13,183	
Total	\$ 248,977	\$ 233,448	\$ 228,075	\$ 251,650	\$ 269,126	\$ 269,126	\$ 259,229	
% Incr		-6.24%	-2.30%	10.34%	6.94%	6.94%	-3.68%	
Personnel								
Full-Time	2	2	2	2	2	2	2	
Part-Time	3	3	3	3	3	3	3	
Total	5	5	5	5	5	5	5	

FY2015 Accomplishments - Historic Newton

Outcome #1: Homestead - Make Significant Progress on Archives Project	Target	Result
Strategy #1: Move Archival Collections Out of Jackson Homestead		
Hire consultant and make plan	Fall 2014	Complete
Identify a secure appropriate space	Fall 2014	Complete
Pack and move archival collections	Fall 2014	In Progress
Strategy #2: Construction		
Finalize plans and prepare bid docs	Fall 2014	Complete
Hire contractor	Fall 2014	Expected completion Spring 2015
Establish temporary admissions area and entrance	Winter '15	Complete
Construction	Summer15	On schedule
Finalize construction and punch list	Summer15	Expected completion Fall 2015
Outcome #2: Durant Kenrick - Launch Program for Schools & Grow Visitation		
Strategy #1: School Program		
Develop school brochure and print	Fall 2014	Complete
Implement school program	Fall 2014	Complete
Strategy #2: Grow Visitation of Public		
Print and distribute brochure	Fall 2014	In Progress
Promote through MOB	Fall 2014	Complete
Promote rentals through website	On-going	On-going
Outcome #3: Collections & Exhibits-- New Native American Exhibition		
Strategy #1: Planning		
Identify and hire consultants	Fall 2014	On Hold
Meet with content consultants and develop script	Fall 2014	On Hold
Meet with design consultant and develop design plan	Winter '15	On Hold
Seek funding	Spring '15	On Hold
Strategy #2: Implementation		
Secure funding	Summer15	On Hold
Secure artifacts, images, video	Summer15	On Hold
Fabricate exhibition and install	Fall 2015	On Hold
Open and publicize	Winter '15	On Hold
Outcome #4: Progress on Historic Burying Grounds Restoration		
Strategy #1: Tomb work in East Parish Burying Ground		
Get funding secured through CPA, aldermanic committees, BOA.	Fall 2014	Complete
Send out RFP to potential contractors	Fall 2014	Expected completion Spring 2015
Apply for matching funds	April 2015	In Progress
Begin restoration of 6 tombs.	Summer15	On schedule
Outcome #5: Programs to Expand Knowledge of Newton's History		
Strategy #1: Continue established programs		
Offer hayfest, house tour, preservation awards, walking tours, lecture series and school vacation programs.	Ongoing	Ongoing
Strategy #2: Offer new programs		
Offer new programs with new content eg: plant programs at DK.	Summer15	On schedule
Offer programs for new audiences. eg: summer enrichment	Summer15	On schedule

FY2016 Desired Outcomes - Historic Newton**Outcome #1: Complete Archives Project at Jackson Homestead****Target****Strategy #1: Move Archival Collections Out of Jackson Homestead**

Confirm secure appropriate space for items Spring/summer 2015
Pack and move archival collections Spring/summer 2015

Strategy #2: Renovation of Archives and Homestead Building

Finalize plans and prepare bid docs Spring 2015
Hire contractor Spring/Summer 2015
Construction Summer/Fall 2015
Finalize construction and punch list Fall/Winter 2015

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

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

Strategy #2: Grow Visitation and Public Engagement

Print and distribute updated brochure Summer/fall 2015
Promote rentals and programs through website Ongoing
Identify collaborative partners and projects Ongoing

Strategy #3: Continue established programs

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

Strategy #4: Offer new programs

Offer new programs with new content. Spring-Fall 2016

Strategy #5: Plan for Southeast gallery at Jackson Homestead

Plan for best use to serve the public and organizational goals Dec-15
Reinstallation of Southeast gallery Jun-16

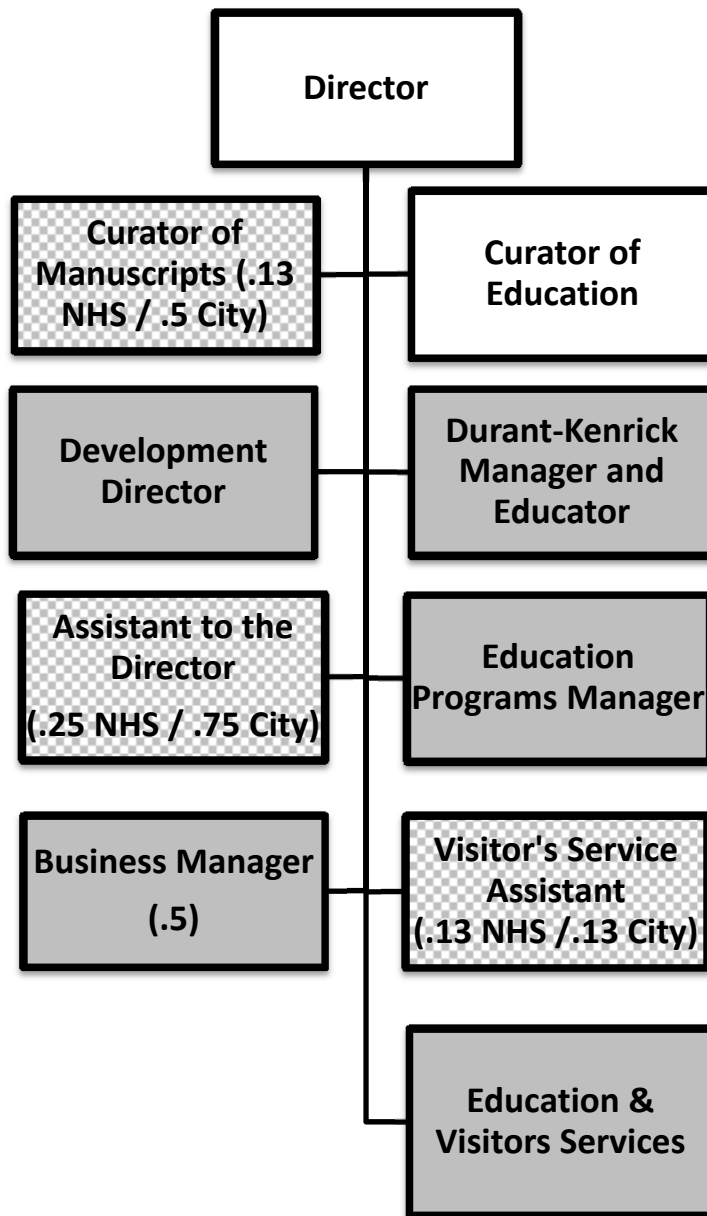
Outcome #3: A plan for Historic Newton's future**Target****Strategy #1: Conduct a strategic planning process**

New Director, board, & staff, engage in planning facilitated by consultant Spring/Summer 2015
Plan complete and ready for ongoing implementation Fall 2015

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

Complete remaining work in East Parish Burying Ground Summer 2015

HISTORIC NEWTON



Grey boxes are funded by the Newton Historical Society. Dotted Boxes are funded partially by the City, and partially by the Newton Historical Society.

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

CITY OF NEWTON BUDGET
 DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2013	ACTUAL 2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
NEWTON HISTORY MUSEUM SUMMARY						
51 - PERSONAL SERVICES	185,930	207,090	221,852	174,886	221,629	-223
52 - EXPENSES	18,795	18,902	21,396	14,357	24,417	3,021
57 - FRINGE BENEFITS	23,350	25,658	25,878	18,432	13,183	-12,695
TOTAL DEPARTMENT	228,074	251,651	269,126	207,674	259,229	-9,897
MUSEUM SERVICES						
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FUND: 01 - GENERAL FUND
DEPARTMENT: 603 - NEWTON HISTORY MUSEUM

CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL

	ACTUAL FY2013	ACTUAL FY2014	AMENDED 2015	YTD 4/15/2015	RECOMMENDED 2016	CHANGE 2015 to 2016
603 - NEWTON HISTORY MUSEUM						
0160301 - MUSEUM SERVICES						
PERSONAL SERVICES						
511001 FULL TIME SALARIES	133,028	138,230	147,369	111,984	151,061	3,692
511101 PART TIME < 20 HRS/WK	42,188	39,446	37,340	36,742	38,485	1,145
511102 PART TIME > 20 HRS/WK	10,621	28,665	34,252	23,393	31,583	-2,669
513001 REGULAR OVERTIME	94	0	0	0	0	0
515005 BONUSES	0	0	300	300	0	-300
515006 VACATION BUY BACK	0	0	2,092	2,092	0	-2,092
515102 CLEANING ALLOWANCE	0	750	500	375	500	0
TOTAL PERSONAL SERVICES	185,930	207,090	221,852	174,886	221,629	-223
EXPENSES						
5210 ELECTRICITY	5,754	4,101	5,753	3,786	7,000	1,247
5211 NATURAL GAS	3,323	4,408	3,220	2,945	4,500	1,280
5230 WATER & SEWER SERVIC	707	1,530	776	0	3,000	2,224
52401 OFFICE EQUIPMENT R-M	0	327	1,669	1,663	371	-1,298
52404 ELECTRICAL EQUIP R-M	0	0	502	0	0	-502
5290 CLEANING/CUSTODIAL SV	4,475	4,654	5,044	3,222	5,044	0
5319 TRAINING EXPENSES	235	0	0	0	0	0
53401 TELEPHONE	592	729	766	398	766	0
5341 POSTAGE	1,265	1,500	1,500	1,500	1,500	0
5342 PRINTING	1,254	775	966	429	966	0
5420 OFFICE SUPPLIES	905	694	1,000	361	1,000	0
5450 CLEANING/CUSTODIAL SU	0	0	0	0	70	70
5710 VEHICLE USE REIMBURSE	182	183	200	53	200	0
5730 DUES & SUBSCRIPTIONS	103	0	0	0	0	0
TOTAL EXPENSES	18,795	18,902	21,396	14,357	24,417	3,021
FRINGE BENEFITS						
57DENTAL DENTAL INSURANCE	805	1,095	1,148	833	1,194	46
57HLTH HEALTH INSURANCE	19,643	20,933	20,549	14,410	5,749	-14,800
57LIFE BASIC LIFE INSURANCE	57	57	57	33	58	1
57MEDA MEDICARE PAYROLL TAX	2,611	2,860	3,217	2,451	3,214	-4
57OPEB OPEB CONTRIBUTION	235	714	907	705	2,968	2,061
TOTAL FRINGE BENEFITS	23,350	25,658	25,878	18,432	13,183	-12,695
TOTAL MUSEUM SERVICES	228,074	251,651	269,126	207,674	259,229	-9,897
TOTAL NEWTON HISTORY MUSEUM	228,074	251,651	269,126	207,674	259,229	-9,897

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

**CITY OF NEWTON BUDGET
 PERSONAL SERVICES SUMMARY**

ACCOUNT	POSITION TITLE	2015			2016		
		RANGE	FTE	SALARY	RANGE	FTE	SALARY
511001	CURATOR OF EDUCATION		1.0	57,771	H04	1.00	59,723
	DIR JACKSON HOMESTEAD		1.0	90,990	H10	1.00	91,338
Account Totals:			2.0	148,761		2.00	151,061
511101	CURATOR OF MANUSCRIPTS		0.5	33,478	H07	0.49	34,611
	MUSEUM CLERK PT/WEKND		0.1	3,859	QQQ	0.14	3,874
Account Totals:			0.6	37,336		0.63	38,485
511102	MUSEUM CLERK		0.8	29,230	S05	0.75	31,583
Account Totals:			0.8	29,230		0.75	31,583
Report Totals:			3.4	215,327		3.38	221,129