

Memorial Hall Board Meeting
August 27, 2012

Members Attending: Jeanne MacDougall, Alan Greenspan, Carlotta Gladding, Doris Horton, Scott Murphy

Guest: Alice Greenspan, Fran Alfieri, Andy Haughty, Kathy Arnold

Jeanne called the meeting to order at 3:15pm. Doris made a motion to approve the minutes of August 13. Alan seconded; motion carried.

Financial Report:

Members will email Scott questions regarding any clarifications needed after perusing the financial report. As of today, there is \$70,516.22 in the Capital Fund. Next meeting, Scott will bring a simpler version of the MH budget report.

Business Plan:

Scott will present the edited updated version of this at the next Select Board meeting, Sept. 5. The business plan includes the fee schedule and the rules. Scott clarified that there are presently two applications to rent the hall, one for outside entities and the other that the board would use to present their own sponsored event which waives insurance and deposit fees. Once again Alan requested that there be communication between Mary Towne, Scott and the MH board when booking events so there isn't duplication of booking dates. According to Scott, the process for securing a date on the calendar includes completing the application along with providing the security deposit. Applications are available on line as well as in the town offices.

Grant Progress

Carlotta referred to an email she forwarded to board members from Bob Stevens who provided architectural designs for Hart grant. He is willing to come to a future board meeting where we would do a walk through the hall to go over the appropriate necessary ADA renovations for the bathrooms and handicap ramp. He will then draw up construction plans (gratis) for use by contractors to bid on the RFP's. Scott will look at the two grants we've been awarded, the Preservation Trust and the Hart Fund to incorporate their guidelines into our two projects.

Website

Jeanne reported that Colby Dix is ready to go with creating the website for which we have budgeted \$500. Carlotta will provide him text copy of the brochure and some photos. Discussion ensued about the name confusion with MHCA and our future plans for fund raising. Alice and Carlotta will create a fund raising letter and point of clarification regarding the name identity. Alan made a motion that in the future, MH will be called Historic Memorial Hall. Doris seconded. Motion carried. Jeanne will ask Adam Palmiter whether the Chamber would be able to be a contact for any inquiries generated through the website.

Quilt Show

Kathy Arnold is the volunteer recruiter. She hasn't received any responses from last week's press release in the DVN. Some committees that are needed are: set up and cleanup, vendors/displays, program, security, publicity. Jeanne had 1500 rack cards printed and Sue Wurzberger is sending some of them to quilt shops and quilters on her mailing list. Others will be distributed throughout the valley and to the Vermont Visitor Ctrs. Carlotta will help with publicity in the press and PSA's on radio stations. Need to firm up where the quilt racks will be provided from. Need to acquire white gloves for those handling the quilts. Doris's daughter, Bethany, will be showing her quilts. Carlotta mentioned that we should contact Bartleby's about providing books relating to quilting that would be for sale.

Bookings

Alan was commended for bringing some interesting entertainment bookings to MH. Upcoming events are Sept. 29, Dancing Feet, October 6, Circus Minimus. and either Nov. 3 or 26 a square dance. Alan mentioned that a group of bike enthusiasts are looking into having a bike rally next fall which would start/end at Memorial Hall. Jeanne mentioned there might be a wedding next June but we would need to know what the schools' calendar requests would be.

Wish List

Scott mentioned that the office dividers have been moved to the basement. Carlotta has posted the big refrigerator we're giving away on Craig's List. If we haven't gotten rid of it before winter, Scott will have it removed.

Other Business

Andy wondered whether the Wings after school program might be able to use the hall for some rehearsal space. He also mentioned that Steve Goldfarb is the contact person for a feasibility study being done on usage of TVHS when it closes and wondered whether MH might want to be part of the discussion. Both Alice and Fran will go before the Select Board on Sept. 5 to be appointed to the MH board.

There being no further business, Doris made a motion to adjourn at 5:10 and Alan seconded.

Respectfully Submitted,
Carlotta Gladding

Possible Agenda Items for Sept. 10 mtg:

Financial Report - Scott
Business Plan - Scott
Grant Progress - Scott
Improvements still needed
Website - Carlotta

Quilt Show - Kathy
Fund raising/awareness letter - Alice, Carlotta
TVHS student liaison
Bookings
Wish List
Other Business