

DRAFT

Memorial Hall Board Meeting  
August 13, 2012

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

**Guest:** Alice Greenspan

Jeanne called the meeting to order at 3pm. Alan made a motion to approve the minutes of July 20. Doris seconded; motion carried.

**Financial Report:** The monthly report from Christine was not available for the meeting because of her multiple priority circumstances, the recent move of the town offices and the August tax deadline. She will provide financials for the August 27th meeting. Scott reported that at the end of the fiscal year, June 30th, \$65,000 had been spent on repairs to Memorial Hall due to Irene. An additional \$5,000 has been spent in this current fiscal year starting July 1. These expenses are covered through insurance reimbursement. The Board agreed that Doris could use the basement to store any costumes that she has been collecting. Scott will make available as many dividers from the temporary town offices as Memorial Hall needs for use in the basement. The basement is dry and deemed ready for use.

### **Business Plan**

Although the Select Board did not accept the first revision of the Business Plan, they did not comment on any individual points so it is difficult to ascertain what exactly they would like to see included in the next revision. The MH board agreed that there should be a \$50 winter fuel surcharge for anyone renting the hall in the winter although there could be room for special exceptions. The more simplified fee schedule would reflect non profit and private renter fees. A refundable \$100 security deposit was suggested. Scott will make some suggested revisions for the MH Board to review before presenting them to the Select Board for their approval. There needs to be clarification as to the procedure for booking the hall and better communication through Mary Towne, Scott and the Memorial Hall Board so everyone knows when a booking date is requested so there are no double bookings.

### **Cultural Facilities Grant**

Jeanne had written a letter to the editor last week announcing the \$30,000 award from the Vermont Arts Council for ADA improvements for the bathrooms and ramp. Carlotta will contact Bob Stevens who has agreed to provide construction drawings to add further detail to the architectural designs he had provided for the grant application. The Greenspans offered their home for a fund raising event. Additional essential improvements to the hall include installation of air conditioning, better heat and blackout options for the windows. Doris reminded Scott that the exposed fiberglass on the ceiling in the ticket office still needs to be enclosed. Carlotta will advertise on Craig's list and

the Valley News the free refrigerator that is in the back room. Carlotta will attend a retreat offered by the Preservation Trust of Vermont on September 17-18 titled: Maintaining, Adapting and Fundraising for Public Buildings. Scott encouraged us to attend conferences in the future.

### **Website**

In the future, we will refer to Memorial Hall as Wilmington's Historic Memorial Hall so as to distinguish it from MHCA. Confusion will undoubtedly occur when both groups initiate fundraising campaigns. We will wait to see what Dan Fascilla intends to call his new venture at the movie theater before we take issue with the present use of Memorial Hall in the acronym MHCA that he's using this year. Carlotta will contact Colby Dix regarding our website.

### **Future Bookings**

Alan has booked a one man circus act for October 6 from 7-8pm. The bike relay will take a lot of planning and will thus be held next fall. The tap dancing event is still in the works. Jeanne will submit an announcement of the October 19-21 quilt show to all the papers and the rack card will be printed this week and distributed around the area. Carlotta suggested that Kathy Arnold and Gale Stachelek (co-chairs) be invited to the next Mh Board meeting to give an update of what needs they will have for volunteers.

### **Other Business:**

Alice Greenspan submitted her written interest to Scott to join the Memorial Hall board.

There being no further business, Carlotta made a motion to adjourn; Doris seconded. Motion carried at 4:45pm.

Next meeting will be at the **town offices** on August 27 at 3pm.

### **Possible agenda items:**

- Financial Report
- Grant
- Basement needs
- Website
- Quilt Show
- Future Bookings
- Wish List