

Memorial Hall Board Meeting
January 23, 2012

Present: Jeanne MacDougall, Alan Greenspan, Carlotta Gladding, Gale Stachelek, Dale Doucette

Absent: Kathy Arnold

Alan moved to accept the minutes from the January 16 special meeting and Gale seconded. Motion passed.

Accounting: Christine, the town treasurer, is researching how we can create a Revolving Fund seed money line account in our budget so we can raise money to fund future events. There is also a question how donations for repairs to the Hall would be processed.

Insurance Claim: Jeanne will continue to press the interim town manager who returns Jan. 30, as to the status of the insurance claim from Irene. It is essential that the Hall has a basement floor and access to it and brought back to where it was prior to the flood. The board would like to take time to think of long-term needs and goals for the Hall before rushing into repairs.

Center for the Arts Contract: Jeanne will send the approved letter to Dan Fascilla.

Hall Spruce Up: Dale will try to match paint chips Jeanne provided with what's already on the Hall stage. Group will meet at 9am Friday, Feb. 3 to clean and paint the stage, stairs and bathrooms.

Green Mountain Songwriter Concert: Dale is working on a technical rider for this event and future bookings including measurements of the usable spaces for performances. He has ordered black drapery to block off the stage and is borrowing sound equipment from his contacts. He will be working with Jill Adams on media releases. He has created a poster to distribute and will put 2 large ones in the marquis outside the Hall. It was suggested that Memorial Hall create a Facebook page with photos.

RFPs: Jeanne showed the Board the RFPs for the Engineering Study but we need to follow protocol and wait to talk with the Town Manager. It was noticed that Keefe & Wesner Architects had submitted an RFP and that they had previously conducted such report in 2002 for The Center for the Arts with assistance from a grant from The Preservation Trust of Vermont.

Grants: Carlotta contacted Ann Cousins of the Preservation Trust of Vermont for guidance in researching grants pertaining to fixing up Memorial Hall. There is a Hart Family Fund grant due on Feb. 1 which would assist in paying for the cost of an architectural analysis which in turn would help us to apply for the Cultural Facilities grant due later in the year. Jeanne and Carlotta will do preliminary work on the Feb. 1 grant.

Ann will come for a **special Memorial Hall Board meeting on Tuesday, January 31 at 10 am** at the town offices.

The next regular Board Meeting will be Feb. 13 at 3pm

There being no further business, Carlotta made a motion, seconded by Gale, to adjourn at 5p.m.

Respectfully Submitted,

Carlotta Gladding