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MILLBURY, MASS.

Minutes

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Regular Meeting -Asa Waters Task Force

Date: March 7, 2017 Time: 6:00 PM

Meeting called to order at 6:00 PM

Present: Sandy Cristo, Jeff Dore, Dennis Hill, Armand White, Jen Kephart, Mary Griffith and Pauline Tranter (acting director)

Absent: None

Visitors- None

Minutes of November 7th were provided. Motion to accept minutes as amended were made by Mary Griffith, and seconded by Jen Kephart. So voted.

Directors Report for March included:

1. Pauline indicated that she updated contracts to reflect small group catering. It was noted that copy of catering info was attached to refrigerator.
2. A local church group has asked about meeting in the Mansion on Sunday mornings. It would be about 30 people and meet from 9:00 to 11:00.
3. Rental numbers from this year and last were compared. A good increase was shown.
4. Storm windows- Jeff is awaiting DOER response to using left over grant money to fund project.
5. Update on window treatment. The project is almost complete, and input was solicited.
6. The furniture upgrade team reported that things were going well and that a lot of new pieces were on display. Mary gave info on what transpired.
7. Discuss update of Waters pistols donation and display cases for them. Dennis gave update.
8. Punch list for spring painting projects.

Friends: Sandy Denaris was not present to give report.

Old Business-

1. Dennis gave update on alarm system and what has changed. Eventually individual access code will be given to all members who unlock for events. He also indicated that stove was repaired and is working.
2. A meeting/work session is scheduled for Monday March 13th to work on Facilitators Policy review and updating.

3. Portraits- it was discussed and decided that once the portraits were mounted, they should not be removed for any reason. This should be explained in written letter.

New Business-

1. Armand White made a motion to have Mary Griffith appointed to the full member position on the Task Force and removed from the alternate position. Seconded by Jen Kephart. So voted. Jeff Dore send letter to Town Manager.

Motion was made to adjourn by Jeff Dore at 7:40 PM. Seconded by Armand White.

Respectfully submitted, Jeffrey Dore-Clerk

Next meeting April 4th. Special meeting March 13th

<u>Sandy Cristo</u>	<u>Armand White</u>
<u>Mary Griffith</u>	<u>Jeffrey Dore</u>
<u>Jenni Kephart</u>	