

Minutes

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Regular Meeting -Asa Waters Task Force

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LEEDSBURY, MASS

Date: April 4, 2017 Time: 6:00 PM

Meeting called to order at 6:01 PM

Present: Sandy Cristo, Dennis Hill, Jen Kephart, Mary Griffith, Paul Routhier and Jeff Dore (late)

Absent: Armand White, and Pauline Tranter (acting director)

Visitors- Sandy Denaris, Diane Hill, Scott Despres, and Mary Bowen

1. Minutes of March 7th were provided. Motion to accept minutes as amended were made by Dennis Hill, and seconded by Mary Griffith. So voted.

2. Directors Report for April was not available due to absence of acting director. Sandy Cristo introduced the new Director as John McElroy. He was not present for the meeting. Sandy shared John's background. His start date is to be determined.

3. Upcoming events:

- A. May 7th- Ella Fitzgerald
- B. May/June weekends booked with events
- C. Popcorn fundraiser for Directors office storm windows
- D May 6th - Open House for gift shop and Historical Society shop

4. Updates:

- A. HVAC serviceman John D'Agastino has changed out thermostats, and changed wire to chiller.
- B. Projects from last fall are in full swing. Curtains are being done for all floors. Friends are right on deadlines.
- C. Next project is back room (back of kitchen) making it comply with building department.
- D. Based on Fire Department recommendation, everything except Historical Society items have been corrected.
- E. Door locks-= Dennis indicated that the door locks don't have to be changed, they just need to be rekeyed. He will have it done at Ray's True Value. All doors will be done. Task Force will reissue keys and contract for them.
- F. Changes to alarm system have been made, and both gunrooms are alarmed separately.
- G. The following are needed for new director's office: new phone, new printer and new computer logins/password
- H. Gift shop needs a new cordless phone

I. Bartlett Tree sent recommendations for tree, and Dennis will review and get back to us.

5. Dennis and Paul have copies of updated facilitators' policy. Marie Colacchio had a few recommendations, action tabled until next month.

6. Furniture committee- Request to keep ficus tree to use for Mass Arms meetings. New desk was bought for Mrs. Waters writing room. Old desk will be disposed of, and Jeff Dore will remove. Motion was made by Dennis and seconded by Mary to dispose of old desk. So voted.

7. Mary Bowen led a discussion on Instagram and Twitter accounts. She is looking to add pictures for both accounts. She also recommended updating the Website. Prior to updating, the account must be accessed with password, which is not known. Instagram and Twitter are using "@watersmansion". Task Force must vote to accept the Instagram and Twitter name as @watersmansion. Dennis made a motion to use @ watersmansion on Instagram and Twitter. Seconded by Mary Griffith. So voted.

8. Dennis going to approach Pauline about being the alternate member of the Task Force.

Motion was made to adjourn by Dennis Hill at 7:40 PM. Seconded by Jeff Dore.

Respectfully submitted, Jeffrey Dore-Clerk (Notes taken by Jen Atteridge)

Next meeting May 16th






