

# Princeton Center Management Committee

Minutes: October 21, 2016

Location: Princeton Center COA room

Monthly Meeting.

In attendance: Nina Nazarian, Terri Thompson, Dix Davis, Louise Dix and Chris Nichols

Meeting called to order at 9:05

1. Approved minutes of meetings of September
2. Administrative update: Three Candidates were interviewed for position as Director of COA and Princeton Center. Nina, Chris and Mary Barroll interviewed. Three candidates will be interviewed a second time.
3. The Office has been ably covered by Beverly Kohlstrom and Louise Dix.
4. All agreed there should be separation from Parks and Rec.
5. Septic system is scheduled for pumping.
6. Winterizing is underway; railing needs painting; keys need organizing, perhaps locks should be changed. Fire extinguisher has been tested.
7. New tree has been planted in memory of Sue Shanahan.
8. Nina will invoice tenants.

The meeting was adjourned at 10:27.

Next meeting is November 17, 9:00.