



MINUTES of MEETING held on 13 June 2017

Committee called to order by S. Burks, Co-Chairman, at 7:00 p.m.

Members present: Sarah Burks, Co-Chair, Chris Costello, Tracy Skahan, Ellen Aamodt, Geraldine Tremblay, Annemarie Delaunay-Danizio, Dan Johnson, Aimee Taberner, Co-Chair, Mike Borgasano, Dan Johnson

Others present: James McGough, Chuck Luca, Paul McGaffagin, Heather Leavell

Absent: Mike Borgasano

### **Treasurer's Report**

The Treasurer reiterated that our financial goal is to maintain cash levels sufficient for 6 to 9 months to cover projected expenses. Plans for the coming financial year were discussed. It was agreed that the Treasurer would compile a list of the items discussed and forward this list to the Board of Trustees to provide cost estimates, income projections and dates for inclusion in the budget for the upcoming year. Those activities include lectures, adult and children sculpture classes, a volunteer appreciation holiday party, Art on the Green, Soiree and First Lights. It was agreed that the Board would forego the raffle for Town Day in favor of increased effort for the Soiree. The Treasurer noted further that increased effort should be made to seek all grants available to further the work of the Museum. The Board will also provide a plan for the Gift Shop. Ellen Aamodt made a motion to accept the Treasurer's Report, seconded by Geri Tremblay. The motion was unanimously approved.

### **Minutes of Meeting of May 9, 2017**

E. Aamodt made a motion to approve the minutes as corrected. Geri Tremblay seconded. Unanimously approved.

### **Operations**

The Board discussed a number of issues related both to operations and budgeting. First it was agreed that new membership would be discussed at the next meeting.

- In view of the low level of visitors on Mother's Day, the Board decided to close the Museum on Father's Day.
- A policy on group tours should be developed by a committee yet to be nominated.
- Sarah Burks agreed to resurrect her plan proposed previously for the Gift Shop. Buying on line would be helpful.
- Based on the feedback from the Osher Life Long Learning tour, more information on Dallin and his works should be presented in each of the galleries. The standard museum script should be reviewed with a view to ensuring sufficient material to fill the 15 minutes time slot allocated to each gallery.

**Volunteer Report** – J. McGough summarized the volunteer report, noting that 170 visitors came to the Museum during the period 11 April to mid-June. Aimee Taberner requested volunteers for the Arlington Alive event. Ellen Aamodt made a motion to accept the volunteer report, seconded by Geri Tremblay and unanimously approved.

Meeting was adjourned at 9:10 p.m. by S. Burks

Ellen Aamodt, Trustee/Recording Secretary