

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
Regular Meeting
Tuesday, October 22, 2019 at 4:00 p.m.
TOWN HALL CONFERENCE ROOM, 2ND FLOOR**

Present: S. Martin, M., P. Hedwall, D. Moore (4:10 pm), M. McCaw, T. Smith

1.0 The meeting was called to order at 4:06 pm

2.0 Minutes. Discuss and act on:

2.1 (McCaw/Hedwall) made a motion to approve the Minutes of September 24, 2019 Regular Meeting minutes as presented. T. Smith abstained. S. Martin approved.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports – none to review

(D. Moore arrived.)

3.2 Status of New Funding Request (due by November 15, 2019)

M. McCaw reviewed draft. Included are:

- a. Shutters for top of stairwell
- b. Repair of pianoforte
- c. Ground penetrating radar survey
- d. Dendrochronology study (of wood rings in beams) to date wood

(Martin/Moore) made a motion to approve the draft of the Minor Funding Request B including any additional minor updates and modifications. Total funds requested to be approximately \$45,000.

3.3 Status of repairs associated with Minor Funding Request

The bathroom is completed.

Plaster repairs by General Builders in front stairwell began October 21, 2019.

M. McCaw is awaiting quotes discussed in previous meeting.

3.4 Status of Isaac Fitch Woodwork and Storage – S. Martin purchased thumb drive/memory stick using cash from funds which belong to Jr House (\$138.50-19.13=\$119.36). (C. Brashears also left \$238 from donations and book sales. Total cash is now \$357.36.)

3.5 Status of House and Grounds:

John Baron would like to donate (2) 18th century bedsteads and (6) caned seat chairs 18th century for Eunice's Parlor. An email was reviewed with pictures of the items.

(Hedwall/McCaw) made a motion to accept the chairs and bedsteads. All approved. S. Martin to forward Deed of Gift paperwork to J. Baron. Originals to be filed at Jr House.

3.6 Ginkgo Tree Maintenance – Town is responsible for tree but we would like an arborist’s opinion. S. Martin to contact three arborists. No work can be performed without approval of Town.

4.0 New Business. Discuss and act on:

4.1 Reimbursements – C. Brashears has requested the following reimbursements:

STAPLES - \$61.03	
Gary’s Computer Repair - \$60	
TOTAL	\$ 121.03

C. Brashears cannot find receipt from Gary’s. We are sure this was necessary and completed. (McCaw/Moore) made a motion to reimburse C. Brashears \$121.03 from the Miscellaneous Expense Account 215-00-015-5210-0000 administered by the Town of Lebanon. All approved.

4.2 Invoices to Pay

(Hedwall/Moore) made a motion to pay Connecticut Piano Company \$160 for the onsite inspection and estimate for restorative conservation of our pianoforte. Funds to be taken from cash on hand. (\$357.36 – 160.00=\$197.36 balance) S. Martin to pay with personal check and reimburse from cash on hand to minimize cash!

4.3 Director’s Position – S. Martin shared copy of Director’s Position Description with Board members for review and discussion in next meeting or as needed.

4.4 Status of Board LLC – The Selectmen have an agenda posted for October 28, 2019 and the last item for consideration is the sale of the JT Jr House to the Lebanon Historical Society. In anticipation of changes coming, a special meeting will be set up next week to discuss transition items and changes.

Our primary concern is the financial survival and sustainability of the Jr House.

5.0 The date of the next Regular Meeting is November 26, 2019.

6.0 (Moore/Hedwall) made a motion to adjourn. All approved. The meeting adjourned at 5:16 pm.

Sherrri-Ann Martin
Chairman and Secretary