

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
Regular Meeting
Tuesday, January 23, 2018, at 4:00 p.m.
Town Hall, Upper Conference Room**

Present: S.Martin, M.McCaw, P.Hedwall, D.Moore

Absent: T.Smith, L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:02 pm.

2.0 Minutes. Discuss and act on:

2.1 (McCaw/Hedwall) made a motion to approve the Minutes of November 28, 2017 Regular meeting as presented. All approved unanimously.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports – nothing to review

3.2 Status of Phase V Funding Request – awaiting response to request

3.3 Status of Pultz House/Isaac Fitch Woodwork – all has been removed from the Pulz House and stored at JT Jr House in (5) bundles. Documentation and pictures are forthcoming from West River Restoration.

3.4 Windows and doors were listed for bid on the Town website. Only one bid was received from Sherri-Ann Martin for \$50 each for two doors listed. The windows will be relisted for sale and proceeds are to be paid to the Town of Lebanon.

3.4 (Moore/Hedwall) made a motion to spend up to \$2000 upholstering the couch from the 2018 budget, which is not yet approved. All approved unanimously.

4.0 New Business. Discuss and act on:

4.1 Program planning for 2018 season – no new dates to share; planning for dates to be discussed with Candace Brashears, our Museum Director.

4.2 Reimbursements:

1. (Martin/Hedwall) made a motion to reimburse \$300 to SA Martin from Acct 215-00-015-5210-0000 for invoices approved in November meeting for events for 2018 season. All approved unanimously.

2. (Moore/Hedwall) made a motion to reimburse \$220 to M MaCaw from Acct 218-00-018-2403-0000 for paying for assembly of our new display cases. All approved unanimously.

4.3 Invoices to Pay:

1. (Moore/Hedwall) made a motion to pay Richard's Floor Finish for \$295 for November Cleaning from Acct 215-00-015-5320-0000. All approved unanimously.

2. (McCaw/Hedwall) made a motion to pay The Last Green Valley for \$50 for Annual Membership from Acct 215-015-5910-0000. All approved unanimously.

3. (Moore/Hedwall) made a motion to pay West River Restoration for \$2875 for Pultz House Salvage Work, \$2000 to come from Acct # 215-00-015-5950-0000 and \$ 875 to come from Acct 218-00-018-2403-0000. All approved unanimously.

5.0 The date of the next Regular Meeting is February 26, 2018.

6.0 The meeting was adjourned at 4:38 pm.

Sherri-Ann Martin
Chairman and Secretary