

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
Regular Meeting
Tuesday, March 27, 2017, at 4:00 p.m.
Town Hall, Upper Conference Room**

Present: S. Martin, M. McCaw, P. Hedwall, T. Smith

Absent: D. Moore, L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:00 pm.

2.0 Minutes. Discuss and act on:

2.1 (McCaw/Hedwall) made a motion to approve the Minutes of January 23, 2018 Regular meeting as presented. T. Smith abstained, S. Martin approved.

3.0 Old Business. Discuss and act on:

3.1 No current reports from Town of Lebanon Finance Dept to review.

The Phase IV Fund Balance is \$357.50 and it covers the retainage fee for Phase IV which is awaiting the growth of grass seed placed down late in the season.

The 2018/2019 Budget is in process and will be ready for approval at the April 24, 2018 Meeting for approval by the Selectmen.

3.2 The Phase V Funding Request has been approved by the Trumbull Adams Endowment and the LHS received a check for \$35,151 as requested in our proposal. The funds will be used to replace the roof which is twenty years old, replace gutters and add leaf guards, if appropriate. Lighting protections system removal and replacement is to be included. We are insisting on extensive 18th century/historic home experience to guarantee no damage to our completed construction.

(McCaw/Hedwall) made a motion to approve the extension of Gilbane's Owners' Rep contract for up to 50 hours for the execution of Phase V. All approved unanimously.

3.3 The Keeping Room Exhibit Case is still in process by West River Restoration/Tom. Due to winter damage, Tom has been held up. M. McCaw to contact him to be sure the pieces of the case are securely stowed away for the April 27th School Group we are expecting.

3.3 The Isaac Fitch woodwork removed from the Pultz House is in storage in our barn. Donna Baron at Lebanon Historical Society has agreed that she will have title search performed for Pultz House. Installation to be planned and costs determined.

3.4 The Couch Upholstery is included in our 2018/2019 budget. P. Hedwall will pursue once budget is approved. We are also adding additional funds for reupholstering/repairing one more set of wing back chairs and possibly, some of the wooden chairs in storage in the attic.

4.0 New Business. Discuss and act on:

4.1 Program planning for 2018 season:

We should share our planned dates with the LHS, DAR and SAR so they can plan too.

(Martin/Hedwall) made a motion to approve up to \$350 for a plaque to be created for Alicia Wayland for the dedication of the Pollinator Garden. Charge to be made to Miscellaneous Expense Account 215-00-015-5210-0000. We should be tax exempt. Alicia was our honored

Board Member and we should pay for her memorial in our garden. And, the Lebanon Garden Club can use its funds to buy more plants to beautify the town sites. All approved unanimously.

4.2 Reimbursements – none.

4.3 Invoices to Pay – none.

4.4 2018/19 Budget – S. Martin is compiling. Veronica Calvert, Town Finance Manager, has requested we include all utility expenses for the House beginning this year. Our budget will appear to triple, but it has not. It will now reflect the total expenditures related to the maintenance of the Jr House.

The SAR has agreed to loan us their rope bed for five years, perpetually renewable for five year terms as they have no need for this item in their museum locations. S. Martin will be working with Dave Packard from the SAR to move the bed to the Jr House. The rope bed will be placed in the “Girls’ Bedroom” and the spool bed will be moved up the attic to depict a servant’s quarters.

5.0 The date of the next Regular Meeting is April 24, 2018.

6.0 (Hedwall/Smith) made a motion to adjourn. All approved unanimously. The meeting adjourned at 4:42 pm.

Sherri-Ann Martin
Chairman and Secretary