

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
Regular Meeting
Tuesday, May 22, 2018, at 4:00 p.m.
Town Hall, Upper Conference Room**

Present: S. Martin, M. McCaw, P. Hedwall, T. Smith, D. Moore
Absent: L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:01 pm.

2.0 Minutes. Discuss and act on:

2.1 (McCaw/Hedwall) made a motion to accept the Minutes of the April 24, 2018 Regular meeting as presented. All approved unanimously.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports and 2018/2019 Budget – Budget has been submitted to Selectmen for approval; cleaning contract is being bid out by the town since current cleaning service owner is retiring and winner will be determined at next Selectmens' meeting.

3.2 Status of Phase V Funding Request – (McCaw) Plans for a June bid timeframe with July installation

3.3 Status of Keeping Room Exhibit Case – (Martin) shelves have been recut from 3/8" thick glass; existing ones not trimmable; mirror recut too; awaiting pickup call from Columbia Glass; paid via Town of Lebanon credit card by L. MacDonald, Assistant to Selectmen for JT Jr House

3.3 Status of Isaac Fitch Room Installations – on hold

3.4 Status of Couch Upholstery – awaiting 2018/2019 budget approval

4.0 New Business. Discuss and act on:

4.1 Program planning for 2018 season

School Programs

May 29/30 Rain date 7th Grade Bike and Hike: S. Martin to work with C. Brashears; T. Smith may take afternoon

June 4 and 12 E. Hampton: P, Hedwall and T. Smith to split day and work with C. Brashears

June 7 E. Hampton: S. Martin to split with T. Smith and work with C. Brashears

June 9: Second Saturday and Garden Dedication to Alicia Wayland

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Tables: S. Martin (2) and Card Table, P, Hedwall (1 or 2)

Chairs: S. Martin to check and clean off folding chairs in garage/attic

Tents: D. Moore, S. Martin, P. Hedwall (1 or 2) and T. Smith (2)

(Borrow Plants for tent stake safety marking – D. Moore)

Parking area marking: M. McCaw and D. Moore

Light refreshments: P. Hedwall

(Martin/Moore) made a motion to approve up to \$200 for P. Hedwall to purchase food, beverages, paper goods, etc. All approved unanimously.

S, Martin to address rubbish containers and constable presence with B. Petrie.

All members to meet at JT Jr House at 4:00 pm on June 8th to set up.

4.2 Reimbursements – none

4.3 Invoices to Pay - none

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

6.0 (Hedwall/Moore) made a motion to adjourn at 4:45 pm. All approved unanimously.

Sherri-Ann Martin
Chairman and Secretary