

**Town of Lebanon
Board of Trustees for the
Jonathan Trumbull Jr. House Museum Board LLC
MINUTES
Regular Meeting
Tuesday, September 25, 2018, at 4:00 p.m.
Town Hall, Upper Conference Room**

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

Absent: T. Smith, L. Hogan Ruckdeschel

1.0 The meeting was called to order at 4:05 pm

2.0 Minutes. Discuss and act on:

2.1 (MaCaw/Hedwall) made a motion to accept the August 28, 2018 Regular Meeting Minutes as presented; S. Martin approved, D. Moore abstained.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports and 2018/2019 Budget – no reports were received. S. Martin to request a report with line item breakdown for the Jr House from V. Calvert/Finance

3.2 Status of Minor Improvement Funding Request – M. Macaw has completed our request for \$16,800 to include making the clam shell cabinet made by Fitch from the Pultz House be made into a display. Accepted by the Selectmen at September XX, 2018 meeting.

3.3 Status of Isaac Fitch Room Installations – planning and funding requests to come

3.4 Status of Couch Upholstery – S. Martin met with Dwight/Family Upholstery/Lisbon. Price of \$1955 is below budgeted amount (\$2500) and approved amount (\$2000.)

(Hedwall/Macaw) made a motion to approve the down payment of \$900 from Town of Lebanon Account 215-00-015-5950-0000 to Family Upholstery, Inc. to reupholster/respring and add block joints to our federal style couch as quoted on September 24, 2018. Color of material to be Royal Blue 3857 from Charlotte Fabrics VIVID VELVETS Designer Series. Approved unanimously. Tax Exempt Certificate to be requested.

Couch to be picked up Friday, September 28, 2018 at 8:30 am from JT Jr House.

(Macaw/Hedwall) made a motion to add a discussion about the steps to be added between the House and the garage. Approved unanimously.

3.5 M. MaCaw has met with Jason/Town of Lebanon. We need to use stairs without sides so can be placed more easily. The sewer pipe may be in the way. Steps may cost \$1250. M. MaCaw will coordinate installation with Jason/Lebanon Town Hall.

4.0 New Business. Discuss and act on:

4.1 Program planning for 2019 season – to come

4.2 Reimbursements – none at this time

4.3 Invoices to Pay – none at this time

4.4 Schedule of Meetings for 2019: We will continue to meet on the fourth Tuesday of the month in the Town Hall Conference Room the majority of the months. Some months, the Tuesday varies based on holidays in that month. The list is attached.

(Macaw/Moore) made a motion to accept the list of meetings for 2019. Approved unanimously.

4.5 Election of Officers: We should have done this earlier in the season.

(Hedwall/Moore made a motion to nominate Sherri-Ann Martin to be the Chairman and Secretary. Approved unanimously. (S. Martin abstained.) S. Martin accepted.

(Moore/Martin) made a motion to nominate Maggie Macaw to be the VP and Treasurer. Approved unanimously. (M. Macaw abstained.) M. Macaw accepted.

5.0 The date of the next Regular Meeting is October 23, 2018.

6.0 (Hedwall/Moore) made a motion to adjourn at 4:44 pm Approved unanimously.

Sherri-Ann Martin
Chairman and Secretary

**2019 Meeting Date List Attached

**Town of Lebanon Board of Trustees
for the Jonathan Trumbull Jr. House Museum, LLC
Meetings for 2019
at 4:00 pm Town Hall Conference Room**

January 22

February 26

March 26

April 23

May 28

June 25

July 23

August 27

September 24

October 22

November 26

December 17

Meeting list approved at the September 25, 2018 Regular Meeting of the Jonathan Trumbull Jr House Museum Board LLC.

Submitted by,
Sherri-Ann Martin
Chairman and Secretary
Jonathan Trumbull Jr House Museum Board LLC