

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

Present: S.Martin, P. Hedwall, M. McCaw, T. Smith
Absent: D. Moore, 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 September 25, 2018 Regular Meeting Minutes as presented; S. Martin approved, T. Smith abstained.

3.0 Old Business. Discuss and act on:

3.1 Review Finance reports and 2018/2019 Budget – M.McCaw reports were reviewed and appear accurate

3.2 Status of Minor Improvement Funding Request – M. McCaw 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. Need to print, sign and mail for November 1, 2018 receipt. M.McCaw and S.Martin to meet and complete prior to October 31, 2018.

3.3 Status of Isaac Fitch Room Installations – awaiting Funding Request

3.4 Status of Couch Upholstery – Couch to be delivered completed by mid December.

(Hedwall/Macaw) made a motion to approve the final payment of \$955 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, upon receipt of completed couch. All approved unanimously.

4.0 New Business. Discuss and act on:

4.1 Program planning for 2019 season – Tree lighting on December 2, 2018; we are participating. T. Smith purchased shepherd hooks to hang lighting along Jr House pathways. P. Hedwall to provide refreshments. S. Martin and C. Brashears will attend. Musicians requested from high school. Meet at House at 4:00 pm for set up.

4.2 Reimbursements – (Hedwall/Macaw) made a motion to approve the reimbursement of \$138.15 to Tim Smith from Town of Lebanon Account 215-00-015-5210-0000 for shepherd hooks purchased for house. All approved unanimously.

4.3 Invoices to Pay – none at this time

5.0 The date of the next Regular Meeting is November 27, 2018.

6.0 (Hedwall/Smith) made a motion to adjourn at 4:36 pm Approved unanimously.

Sherri-Ann Martin
Chairman and Secretary

