

Minutes of the Memorial Hall Board of Trustees meeting Wednesday, May 3, 2017

The meeting was called to order by Chairman Mary Sexton.

In attendance Chairman Mary Sexton, Trustees Lou Izzi, Mike Margolis, Laura Paladino and Memorial Hall Operations Manager Kathy Pigott-Brodeur.

Chairman Sexton opened meeting at 7:02 pm. Trustee Izzi joined the meeting at 7:09 pm

Motion: Trustee Paladino motioned to approve the minutes from the April 3, 2017 Board Meeting with one change noted. Trustee Margolis Seconded, All voted in the affirmative. Motion carried

Memorial Hall Update:

Melrose Symphony has not returned the addendum but has paid in full for FY17. Kathy asked if she could send the FY18 rental application to them with the same addendum. Board said yes with date changes to reflect FY18.

Locksmith has taken lock off door to stage catwalks to make key. Locksmith expects to start Master key project at Memorial Hall within the month.

Kathy has purchased and installed interior security cameras. They can be monitored live but will only record when Kathy “arms” system and then will record 10 seconds when sensor triggered. System runs off Wi-Fi so Kathy can monitor from her phone remotely. When system is armed, Kathy will receive a text alert if someone triggers sensor. Although not required, Kathy put “video surveillance in use” signs in main lobby and back lobby.

Senator Lewis requested use of the GAR room for the Senate Committee on Global Warming and Climate Change public hearing for our district. Hearing will take place in the GAR room on Monday, May 15, 2017.

Next Trustees meeting is scheduled for Wednesday, June 7, 2017 at 7 pm.

Public Participation: There were no members of the public present.

Adjournment: The meeting was adjourned at 7:45 pm.

Respectfully submitted,

Kathy Pigott-Brodeur, Memorial Hall Operations Manager

Distribution: Chairman Mary Sexton, Trustees Eric DiNoto, Lou Izzi, Mike Margolis, and Laura Paladino