

Minutes of the Memorial Hall Board of Trustees meeting Wednesday, November 1, 2017

The meeting was called to order by Chairman Mary Sexton.

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

Guests: Joy Fay, Melrose Boot Camp

Chairman Mary Sexton opened meeting at 6:05 pm.

Motion: Trustee Paladino motioned to approve the minutes from the October 4, 2017 Board Meeting. Trustee Margolis Seconded. All voted in the affirmative. Motion carried

Melrose Boot Camp (MBC) Proposal:

Joy Fay, owner of Melrose Boot Camp presented a proposal to rent the Memorial Hall main hall, January 15 – April 13, 2018, Monday, Wednesday and Friday, 5:15 am – 8 am. (2 sessions/ morning, 36 mornings total). In previous years she rented until 9:15 am but she will not be conducting the third session this winter. As in previous years, she does not want heart oon and will unlock/lock Memorial Hall for the MBC sessions. Kathy stated 8 am is a better end time as it gives more flexibility with daytime rentals. Also,

Motion: Trustee Margolis motioned to charge Melrose Boot Camp the rental fee of \$40/day for MBC Winter Program, January 15 – April 13, 2018, 5:15 am – 8 am with the requirement Memorial Hall will give them a 48 hours' notice of cancellation if hall needs to be rented during their times. Additionally, Joy Fay will sign out a key to Main Lobby doors to be used to unlock/lock main lobby doors for the Winter MBC January 15 – April 13, 2018. Trustee Paladino Seconded. All voted in the affirmative. Motion carried

Memorial Hall Building Update:

- Kathy distributed updated 2018 Board of Trustees meeting schedule with new start time of 6 pm.
- HVAC needed emergency repairs day before big event. Part of repair covered under service contract.
- All the torn maroon chair cushions in Main Hall were removed and reupholstered in addition to the (2) large antique wooden chairs .
- (42) events in October (33) in November and (22) in December

Next Trustees meeting is scheduled for Wednesday, December 6, 2017 at 7 pm.

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

Adjournment: The meeting was adjourned at 6:45 pm.

Respectfully submitted,

Kathy Pigott-Brodeur, Memorial Hall Operations Manager

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