

Minutes of the Memorial Hall Board of Trustees meeting Wednesday, March 7, 2018

The meeting was called to order by Trustee Laura Paladino.

In attendance: Trustee Laura Paladino, Trustee Lou Izzi, Trustee Mike Margolis and Memorial Hall Executive Director Kathy Pigott-Brodeur.

Trustee Paladino opened meeting at 6 pm.

Motion: Trustee Izzi motioned to approve the minutes with noted changes from the February 7, 2018 Board Meeting. Trustee Margolis Seconded. All voted in the affirmative. Motion carried

Memorial Hall Rental Application: Kathy requested for the FY19 rental application that the 30 days prior” for payment and cancellation be changed to “60 days prior”

Motion made by Trustee Izzi to add to Article VI, item #2 “ If application is submitted and accepted less than 60 days from the date of the event or rehearsal, the nonrefundable confirmed amount due must be paid in full (added to Article VI, item 2) and to change cancellation policy and payment deadline to 60 days prior. Trustee Paladino Seconded. All voted in the affirmative. Motion carried

Repairs: GAR Room ceiling repair project has been completed and all invoices paid. Trustee Izzi spoke with Mike Lindstrom and Patrick Dello Russo to express the view of the Board and all agreed to making sure the restoration fund is used for the purpose of restoring and preserving the artifacts in the Hall.

Memorial Hall Building Committee: Kathy requested best days to meet to submit to John Scenna

Fee waiver: Trustee Izzi motioned to approve the fee waiver request from Melrose Veterans Advisor Board to hold their annual Citywide Thank You Breakfast in the GAR Room, October 24, 2018. Trustee Margolis Seconded. All voted in the affirmative. Motion carried .

Meeting Change: April meeting date will be moved to April 12, 2018 6 pm.

New Employee: Kathy opened a requisition with HR to find a new employee to fill the vacancy left open by a sudden departure.

Next Trustees meeting is scheduled for Thursday, April 12, 2018 at 6 pm.

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

Adjournment: The meeting was adjourned at 7:15 pm.

Respectfully submitted,

Kathy Pigott-Brodeur, Memorial Hall Operations Manager

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