

Soldiers and Sailors Memorial Building Board of Trustees

Minutes • January 6, 2022 • 6 PM

Memorial Hall

Meeting was called to order by Chair Sexton at 6:05 pm

Board Members in attendance: Chair Mary Sexton, Trustees Eric DiNoto, Lou Izzi and Mike Margolis

Motion to Open Public Participation

Mover: Trustee Izzi Seconded: Trustee Margolis All voted in the affirmative; none opposed; Motion carried
No members of the public wishing to speak

Motion to Close Public Participation

Mover: Trustee Izzi Seconded: Trustee DiNoto All voted in the affirmative; none opposed; Motion carried

Motion to approve the minutes from the November 3, 2021 meeting

Mover: Trustee DiNoto Seconded: Trustee Margolis

All voted in the affirmative; none opposed; Motion carried

Update on Memorial Hall Envelope Renovation Project: Trustee Izzi

Awaiting decision from State Historic Commission with respect to the project. Architect Access Board waiver application being processed for work to stage that could potentially be required due to the dollar amount of the Envelope Renovation Project

Update on SHRAB Grant: Kathy collecting support letters and application will be submitted by deadline

Update on Memorial Hall Events

Received (7) cancellations for upcoming FY22 events due to COVID 19 pandemic. Kathy respectfully request ability to work with each customer to apply monies paid in the form of a credit towards a rescheduled date or a refund. Previous motion made in March 2020 specified this for FY20 and FY21.

Motion: To authorize the Executive Director, to reschedule any and all events affected by the restrictions of the COVID 19 pandemic

AND

To authorize the Executive Director to honor the rental rates set forth in the original rental agreement for said previously affected event and to apply any payments made by a renter toward the cost of the rescheduled event;

AND

In the event that there is an inability to reschedule an affected event OR if the renter, for any reason, desires not to reschedule an affected event and instead requests a refund of any amounts paid in connection with said canceled event, the Executive Director is authorized to take all necessary steps to cause a refund of any amounts paid by said renter, to issue in accordance with the requirements and procedures of the City of Melrose. The request for or issuance of a refund of any amount paid in connection with a rental agreement, shall render said agreement, void and without recourse as to either party.

Mover: Trustee Izzi Seconded: Trustee DiNoto All voted in the affirmative; none opposed; Motion carried

Motion to adopt the FY22 Rental Agreement to become the FY23 Rental Agreement

Mover: Trustee DiNoto Seconded: Trustee Izzi All voted in the affirmative; none opposed; Motion carried

Motion to authorize funds up to \$3000 from the Restoration Fund to purchase new wireless microphones

Mover: Trustee DiNoto Seconded: Chair Sexton All voted in the affirmative; none opposed; Motion carried

Motion to Adjourn at 7:50 pm

Mover: Trustee Margolis Seconded: Trustee Webb All voted in the affirmative; none opposed; Motion carried

Next Monthly Trustees meeting is scheduled for Wednesday, January 5, 2022 at 6 pm.

AGENDA ITEMS for upcoming meetings: Vonnie Reis, City Engineer Memorial Hall Envelope Renovation Project Respectfully submitted, Kathy Pigott-Brodeur, Memorial Hall Executive Director

Distribution: Chair Mary Sexton, Trustees Eric DiNoto, Lou Izzi, Mike Margolis and Jason Webb