

Soldiers and Sailors Memorial Building Board of Trustees
Minutes • February 2, 2022 • 6 PM, Melrose City Hall

Meeting was called to order by Chair Sexton at 6 pm

Board Members in attendance: Chair Mary Sexton, Trustee Lou Izzi and Trustee Jason Webb

Motion to Open Public Participation

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

Motion to Close Public Participation

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

Update on Memorial Hall Envelope Renovation Project: Trustee Izzi

Architect Access Board, (AAB), application is in progress as well as the scope of work

Update on SHRAB Grant

Kathy announced the news that we were awarded the SHRAB Veterans Heritage Grant in the amount of \$14,253.00. She has submitted an order to the City Council to accept the monies. Kathy has requested a new City of Melrose account for the monies to be placed in, she has setup a meeting with Denise Gaffey to proceed with the RFQ and will touch base with Melrose Historical Commission member to assist with archivists/historian resources.

Update on Memorial Hall Events

This past weekend snow storm, (24 inches), occurred on a weekend Memorial Hall did not have events scheduled. We were cleared out by Monday morning thanks to DPW staff and Memorial Hall staff. Beginning today, Memorial Hall has events every night through Tuesday, 2/8/2022. DPW has been alerted to our event schedule so we will be placed on the high priority list for snow removal if needed for the upcoming snow storm.

Motion to approve the minutes from the September 1, 2021, December 1, 2021 and January 6. 2022 meetings as submitted

Maker: Trustee Izzi Seconded: Trustee Webb

All voted in the affirmative; none opposed; Motion carried

By Laws

Chair Sexton attended City of Melrose Chair of Boards and Commissions training and would like to request SSMB Board of Trustees update the by-laws. Trustee Izzi will draft a set and Kathy will research with the City Clerk to see if there are any by-laws on file.

Training Session

Trustee Webb was invited to a WebEx City of Melrose Board & Commission Training session but could not get on due to password issues. Additionally, other Trustees were not invited to the training so all the Trustees would like a copy of the presentation. Kathy will request it be sent to all of the Trustees.

Motion to Adjourn at 7 pm

Maker: Trustee Izzi Seconded: Chair Sexton All voted in the affirmative; none opposed; Motion carried

Next Monthly Trustees meeting is scheduled for Wednesday, March 2, 2022 at 6 pm.

AGENDA ITEMS for upcoming meetings:

Vonnie Reis, City Engineer Memorial Hall Envelope Renovation Project
Elections of officers
Review of draft by laws

Respectfully submitted, Kathy Pigott-Brodeur, Memorial Hall Executive Director

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