

Beebe Estate Meeting - Beebe Estate Trustees

January Meeting Minutes

- Attendance: Jessica McKenna, Sean Heneghan, Bill Butler
- Guests: David Thimble, Sarah Besegai

- Meeting called to order by Jess McKenna at 7:35 p.m.
- New Trustees update
 - David and Sarah have submitted letters of interest and resumes to the City and attended Health, Education and Welfare Committee meeting on 1/9/23
 - Final vote to take place at next City Council meeting
- Roles- review of Trustee roles for the New Year
 - Jess- to serve as Treasurer
 - Bill- continues as Co-Chair
 - Sean- to serve as Co-Chair
 - Sarah- to serve as Secretary (pending appointment to Trustees)
- Event Rentals
 - Review of rentals for 2023; calendar filling up- Bill
 - Squarespace— can we add a calendar widget?
 - Continuing reconciliation of deposit checks- Jess
 - Request Accounting Report from Carrie Ann
 - Review of Rental Rates
 - Discussion over non-profit rate
 - Comparison w other community rental halls
- Reimbursements
 - Web/domain hosting- Jess

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- Keys- Sarah
- Maintenance
 - DPW has blown out the sprinkler system
 - DPW handles furnace— flushes the system and checks it multiple times a month
- Other
 - Can we start using Google drive for minutes and other materials
 - Scanning old files; perhaps an intern could help
- Bill made motion to adjourn, Sean seconded, meeting was adjourned at 9:00 p.m.
Respectfully – Sarah Besegai