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Beebe Estate Trustees Meeting

Meeting Minutes

Tuesday, February 4, 2025

Attending: Bill, Jess, Dave, Sarah, Sean

Welcome

Review of January minutes

Monthly maintenance updates and new project discussion

Friends of Fells is requesting new chairs for the second floor conference room. Chairs are in poor condition— with shaky frames and uneven cushioning. As Trustees, our oversight includes maintaining the building and fixed structures within the building. Furnishings however haven't been included within the stewardship. As we currently don't have an MOU or leases in place — we cannot consider this request until the MOU and leases are finalized with the city. As we continue to consider this request, we will ask our tenants how much the room is used— by who — for what?

Jess to send Trustees our tenant contact info

Sarah will poll tenants regarding use

Monthly Treasurer report

Update on finances by Jess

Simple Greens — 1 x year spring invoicing

Garden Aglow payment has been submitted

Additional expenses:

The snow/mud creates a challenge in the parlor and dining room event spaces— we may want to clean weekly in the winter months

Painting the first floor COA offices — **John to lead? First step: define scope of project and price out with LEVEL UP CONSTRUCTION. Sarah will introduce John and Nivea from Level Up**

Painting exterior — this spring?

Screen door— **Jess will reach out to the historical commission; Dave will share a link to an appropriate screen door**

Holiday decorating —2025 estimated at \$500

Smart thermostat —**Can John help facilitate this via Kuhlman Electric?**

We want to install a digital/smart thermostat in the Beebe. Ecobeat or Honeywell or other?

Landscaping — estimated \$1200 in 2025

Review of Access Survey

ADA automatic door

Signage

Replacing backdoor and installing ADA opener

Tenants and event rentals

Idle Hands Biergarten will continue booking 1 Sunday each month from May-October

MOU update— Bill is sending the updated version to the city

Other Trustees business

Bill's meeting with Medford historic property— potential partnership opportunities and consider the idea of selling memberships to fund a specific project like a new fence.

Next meeting is March 4, 2025 at 730 pm

Meeting adjourned at 905 pm