

## Minutes of the November 16, 2020 Friends of Plainfield Town Hall Opera House Board Meeting

In attendance were board members Dave Strong, Keth Swann, Tom Blachly, Kathy Light, Jesse Clayton, Sarah Harding, Steve Light and Lori Stratton.

President Swann called the meeting to order at 6:42 pm.

The following agenda was approved:

- Approve agenda
- Approve minutes of October 19th meeting and October 12 meeting
- President's report
  - Report on Select Board matters
  - Vermont Arts Council grant project
  - Status of the Selectboard's consideration of FY20/21 contract
  - Use of Town Hall Opera House during pandemic
  - Request for draft 2021-2022 fiscal year budget for THOH operations
- Treasurer's report
  - Balance sheet - Assets and Liabilities/Equity
  - Revenue and expenses reports - General and 25 High Street
  - Discussion of the "Expense report" the Town has requested from us
- Report on the parking lot
  - Quote for Liability Insurance coverage
  - Limiting access/signage
  - Work on railing for path, retaining walls
  - Sale of granite blocks?
- Creative visioning for VT and the FPTHOH
- Next meeting date, adjournment

Accepted minutes of special meeting, October 12th

Minutes of October 19, 2020 meeting was not distributed for some reason, and not reviewed by members

President's report:

Town Select Board meeting - Keith reported that he tuned into the end of the meeting. They have not made a decision about reopening PTHOH. They are not approving the proposed budget.

Full house fund and operations, Sarah lead a discussion for clarification of what the budget is  
Status of our FY 2021/2022 contract-not approved

Use of Town Hall Opera House- Discussion tabled until end of meeting.

VT Arts Council grant - Production Advantage has been taken over by another company, not doing any work so not available until Spring. The grant is good until August 2021.

#### Treasurer's report:

- Discussion about 'essential budget'; "in kind" hours that members of Friends put in, is not part of the expenses. Sarah said that part of the operational budget should have in kind work but not include costs from the town. We should present that as the budget to the town and get reimbursement of our "in kind" time. Discussion ensued about how the town should budget for our management services. (These are tasks we said we would do as part of the contract with the town, but now we are not getting the contract). These include Steven's time as event manager, such as the survey and newsletter, Keith's time with the grant writing.
- Liability Insurance for parking lot - Dave thought we should make a motion to approve it. Jesse said it was part of the policy. Keith reported that Tammy voted not to spend \$60,000 to buy it, so they do not want the parking lot. Annual premium is \$173, not \$590, as originally thought.
- Jesse is revising 'essential budget'. It should be reimbursement of expenses that we have incurred for the town Select Board. Jesse will be sending out balance sheets tomorrow to board members.
- Town contract is from July to the next July. Our budget is on a fiscal year. We would have to change bylaws in order to vote to change budget time frame to contract time. Option of a 6 months budget was discussed.
- Dave talked about putting a cone to block the parking lot; Granite blocks around the old foundation that are now retaining the wall, can be sold to make a profit. Then a less costly method of retaining the wall can be used.

#### Envision for VT and PTHOH:

Sarah summarized direction for PTHOH into three buckets; 1) Shut down totally since the Governor gave a new order to increase COVID vigilance, 2) intermediate stage in near future term to open up with small events, with a decision on what size gatherings should be, 3) open up all the way in the future for permanent status. We discussed three functions: 1) bring culture to the community, 2) be a resource- stage events and be useful in other ways. How can we make it a functional space? Make it usable for people to rehearse without a fee? Use the space to record stories and video, 3) maintain a presence - use the space for child care?

#### Other business:

-It was mentioned here that basic costs are \$12,000 per year for heating, etc .

-Beethoven's birthday is Dec 16th.

Next meeting: December 21, 2020, 6:30 PM

Adjourned : 8:10 PM

Respectfully submitted,

Lori Stratton, 12/22/20

