



## **Trustee Meeting Minutes**

**Date:** February 21, 2023

**Time:** 7:00 PM

**In Attendance:** Peter Griffin, Vice Chair; Lisa Thornton, Secretary; Frank Merchel, Trustee; Rich Parow, Trustee; Cheryl Haas (Searles Coordinator), Bob Coole & Bruce Anderson (Friends of Searles); Guests

**Excused:** Betty Dunn, Chair; Michael Mazalewski, Trustee; Neil Fallon, Trustee; Elizabeth Gill, Trustee; Jennifer Simmons, BoS Representative

**Agenda:**

1. Approval of Minutes January 17, 2023 minutes
2. Coordinator Report
3. Finances
4. Mercy Works Project – St. Matthew Church
5. Friends of Searles presentation
6. Other business

Meeting was called to order at 7:07 PM

**Meeting Minutes:**

The following meetings were reviewed by the board:

Meeting Min. Date	Motion to Accept	Seconded By	Discussion/Comments	All in Favor
January 17, 2023			TBD	

- Whereas a quorum was not present at this meeting, the meeting minutes will be reviewed at the next scheduled Trustees meeting.

**Coordinator Report:**

- **Balloons:**
  - Cheryl pointed out several “escaped” balloons from recent events on the ceiling in both rooms.
  - At a later date the Trustees will discuss potentially adding a clause regarding usage of balloons.
  - Cheryl will consult with Dennis regarding removal of the balloons and how to address this concern in the future.
- **Website:**
  - Cheryl reported that due to web infrastructure problems on the Town website she has been unable to deal with g.mail accounts for the last 3 weeks.



- Cheryl shared that passwords for the Searles website have not been located. Consequently, at this time there is no access to the site. She will ask Tom about using a different host for the website.

**Finances:** Current balance is \$ 28,480 after deduction of the 50% bond payment

### **Mercy Works Project:**

- Lisa reviewed the mission of St. Matthew’s Mercy works project scheduled for April 15, 2023.
- Whereas Cheryl is the Town of Windham contact she has recommended appropriate “maintenance projects” for Searles: vacuum upholstered event chairs, wash tables, weeding, English Garden maintenance, replace grass for gravel around pavers (Rich agreed to oversee garden activities that day).
- Consensus is to support the Mercy Works Project.

### **Friends of Searles (FOS) Presentation:**

- Peter shared the goals of the FOS which is to provide the Searles School & Chapel a vehicle to explore fund raising which is only available through a 501c3 organization.
- Peter explained that the intention of FOS is to work in conjunction with the Windham Endowment while in addition focusing on activities which will provide fund raising specifically for Searles.
- Cheryl confirmed that it would be more practicable for a 501c3 such as FOS to coordinate fund raising activities rather than rely on financial oversight through the town of Windham. She advised the FOS that all projects would need to go before the Board of Selectman for approval.
- Peter proposed having the FOS present again at a future date when a FULL complement of trustees is present so that all trustees are apprised of the FOS intentions.

### **Other Business:**

- **Garden Path:** Rich reported that there is approximately \$99.00 remaining from the Garden Club grant. He will use these funds to purchase the stone for the pathway.
- **Restoration of stonework (two front posts and handicap access area):**
  - Peter will follow up with Jeff Corbin (Dracut, MA) for his quote.
  - Mike has sent some additional stone worker recommendations to be considered.

**Next Meeting:** March 21, 2023 @ 7:00 PM.

Meeting was adjourned at 8:05 PM. Moved by Lisa Thornton, seconded by Frank Merchel, all in favor.

Respectfully Submitted

Lisa Thornton

Lisa Thornton,

Searles School & Chapel Board of Trustees Secretary



