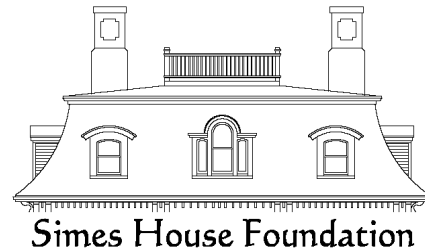


**BOARD OF DIRECTORS MEETING SUMMARY**  
**Mayflower Room - Plymouth Town Hall**  
**6:30 PM • WEDNESDAY • 08-09-2012**



*Meeting called to order 6:30pm by R. Parker.*

Present: R. Parker, M. Parker, W. Shain, J. Pierson,  
G. Green, T. Manter, B. Shain, S. King  
J. Hoagland, T. Gwilliam (arrived 6:45pm).

Absent: J. Metcalfe

- Treasurer's Report given verbally:
  - \$4,358 in checkbook
  - \$1,619 from tag sale (includes \$60 initially rendered for change; net = \$1,559) to be deposited.
  - \$930 from Halloween in May (Moose Lodge net payment) to be deposited.
  - \$670 from Fishing Tournament luncheon plus \$1,075 in cash donations, \$15 from shirts and \$294 from Silent Auction for total of \$2,054. Net after cost of T-shirts (\$336), bartender (\$196), cash prizes (\$325) and miscellaneous (\$104) for a net profit of \$1,092.97, to be deposited.
  - Only regular payments are for insurance (\$375/mo) and water (~\$70/mo).
  - Approximate outstanding balance after deposits ~= \$7,500.
  - Note: all expenses paid for relocation of Charlie Brown" tree to Manomet Commons; approximate cost of \$3,000 against donations of \$2,500 plus anonymous "loan" of \$500 which is outside the responsibility of SHFI. Loan to be repaid only if sufficient, additional donations for the CB tree are received from new donors.
- Secretary:
  - Reading of the minutes of 6/13/12 general members meeting were waived; motion by Will and seconded by Jim P to accept minutes was passed unanimously.
- Building Committee Report:
  - Decision process agreed to included:
    - Building Committee to review all bids including interview of top candidates.
    - Opinions from Finance (P. Hagler) and CPC (B. Keohan) should be encouraged.
    - Final decision belongs to the Board of Directors.
    - Qualifications: quality construction references (up to 5 with historical component), qualifications spelled out in RFP and low price are all equal determinants.
  - Discussed highlights of RFP including:
    - Asphalt/Membrane roofing with alternate of "fish-scale" slate roofing on mansard and other asphalt designated areas.
    - Professional estimator is working on a professional, detailed estimate of exterior structure costing, due August 10, 2012. Current estimate spelled out in RFP is \$600,000; HSR calls for costing of about \$650,000.
    - Issue of R-20SL still needs to be resolved. Tied to issue of applying for National Historic Register to offer protections for design elements in house that might not pass current

building code standards such as rail heights and stair riser-step dimensions. Mention made to possibility of exterior fire escape as one form of egress. General consensus is that "sprinkling" the house to affect fire ratings as part of our interior restoration efforts and safety standards. Sprinkler system provides greater latitude during reconstruction process.

- Dates: 8/22 is when the project "goes out to bid". 9/10 at 11am is the currently scheduled "bid opening". Walk-through for potential bidders is 8/29 at 10am.
- Historic Structure Report (HSR): received
  - How many copies do we need to make? 11 copies for Directors plus copies for CPC Planning and Libraries (2); 2-sided recommended.
  - Cost may be an issue, but will check it out.
- GO Team Report:
  - Question of need for power before contractor chosen. Will to inquire of Karle Packard if power is a requirement of contractor in bid specifications.
  - No issues with water.
  - Do we need heat? Discussion regarding having the furnace tested for functionality. No rush to accomplish this as RFP is for external work.
  - Donated lawnmower has blown engine.
- Tag sale scheduled for Saturday, Aug 8<sup>th</sup>, 9am – 2pm.
  - Discussion brought up regarding standing policy of “no further tours” until safety issues are addressed. Motion made to continue to support the ban, first and seconds not recorded. Vote was 8-2 in favor of retaining the policy.
  - Further discussion that exceptions could be considered for contractors, directors, select “VIPs”, and tag sale volunteers that had to access house in support of tag sale. Motion made to permit exceptions under defined circumstances, again firsts and seconds not recorded. Vote was unanimous in favor of modification to policy.
- **Motion:** With regard to preparation of MPPF emergency fund application, motion was made to make Will Shain the point contact for all matters related to this grant application. First by Jim P., second by Tina. Motion carried unanimously.
- **Motion:** With regard to documenting the house restoration, a motion was made to give Barbara Shain responsibility to maintain historical documentation of the restoration photographically . First by Galen, second by Mary Ellen. Motion passed unanimously.
- Meeting to adjourn made and passed at 9:03pm.

Submitted 10/07/2012 by W. Shain, Secretary.