

Town of Heath
Community Hall Windows Fundraising Committee
Meeting Minutes
June 28, 2024

Meeting Called to Order by Bob at 9:00 a.m.

Members present: Bob Gruen, Karen Brooks, Jan Carr, Gloria Fisher, Select Board Representative, Elissa Viarengo and guest, Barbara Gordon.

Reviewed Minutes from June 16th. *Gloria made motion to accept, Karen seconded, unanimous approval.*

Select Board Representative Report:

- No new money has come in since the last update.
- The person at MA Development working with Hilma is on vacation until 7/1 so we do not have a timeline as of yet.
- Community Hall (CH) status: some cleaning needs to be done, dishwasher leaks, Elissa is waiting to hear back from Tim. SB has already approved upper-level opening, not sure about entire building. A question was asked re the possibility of reinstating the CH Committee and also, having music there.
- Does our committee expire on June 30th and how does this affect the ability to post the next meeting?
- Our charge is being updated at next SB meeting - we will remain a committee until bids come in. The updated charge will be sent to us and we will accept or refuse as individuals.
- We will go over the charge at our next meeting.
- If necessary, we could create an ad hoc group for the benefit Concert.

Concert

- Barbara, Gloria and Jean have been working together on promoting the concert. Gloria has sent out calendar listings, Jean has put it on Spark, and Barbara has posted 'save the date' on Facebook and put out some flyers as the Heath Library is having a concert that same afternoon and has their flyers out.
- *Karen made a motion to go forward with promoting the event, Gloria seconded, unanimous approval.*
- Mohawk Trail Concert Series uses two parking attendants for church lot and over flow lot. Billy has volunteered and Bob will ask Budge.
- Gloria will sit in entryway at table and greet people.
- Bob and possibly Susan will be ushers, one at front entrance and one by stage door.
- Elissa is responsible for refreshments; Jan will help out down there.
- We will check with BOH re masks and if they still have a supply.
- We will print up instructions on how to donate so as not to cause a log jam at entrances, possibly donations at reception. Gloria, Elissa and Barbara will confer about payment methods.

Fundraising

Gloria has written the six remaining thank-you cards. She has eleven cards and two envelopes remaining. She will write Fred Burrington to acknowledge a donation that was made in Victoria's memory.

The sandwich-sign can stay up in front of Community Hall for the time being.

The website has been updated and Bob will write something for our approval at the next meeting.

Next Meeting is at 4:30 on July 11th at CH. Posting method TBD.

Gloria made motion to adjourn, Jan seconded, unanimous approval to adjourn at 10:12.

Respectfully submitted,
Jan Carr