

THE READINGTON MUSEUMS
MUSEUM COMMITTEE
REGULAR MEETING
November 5, 2015

Chairman Erin Brennan called the meeting to order at 7:32 p.m. She announced that all laws governing the Open Public Meetings Act had been met and that the meeting had been duly advertised.

PRESENT: Committee Members Erin Brennan, Nancy O'Malley, Joyce Lykes, Helen Farrant and Program Director Margaret Smith attended. A quorum of Committee members was present. Committee Members Betty Ann Fort and Frank Gatti were absent. Also in attendance were two members of the public.

APPROVAL OF MINUTES: Joyce Lykes moved to approve the minutes from the October 1, 2015 meeting. Nancy O'Malley seconded the motion. The motion was unanimously passed.

PROGRAM DIRECTOR'S REPORT: The Committee reviewed and discussed the report.

PROGRAMS:

Fourth Grade Program: Completed for this year.

Open Houses:

- 20 People attended the October, Lacers open house.
- 25 people attended the November open house on Sausage Making , with \$25 in donations received at that time.
- Dutch Christmas is scheduled for the December 6th open house. Connie will demonstrate cooking. The craft is Sinterklaas decorations and pomanders. Margaret will arrange to get greens. Committee members will make cookies for the refreshments.

Barn Tour: The Museums received two "thank you" notes for the October 17th barn tour.

Barn Dance: A fun time was had by all at the October 17th barn dance. Approximately 60 people attended.

PROPERTIES:

Bouman Stickney Farmstead: The alarm contact list was changed to 1. Betty Ann Fort, 2. Margaret Smith, 3. Erin Brennan.

John Brczyk told the Committee that the Bouman Stickney needs an emergency key, Knox Box. Nancy O'Malley moved to allow the Committee to spend up to \$255 on the Knox Box. Joyce Lykes seconded the motion. The motion was unanimously passed.

Eversole-Hall: Erin Brennan will research contractors for the work needed on the porch.

Cold Brook School: Jeff Alte gave an estimate of \$690 for new roof shakes. Joyce Lykes moved to allow the Committee to spend up to \$690 on the roof repairs. Helen Farrant seconded the motion. The motion was unanimously passed.

PROPERTIES(continued):

Insurance for Rentals: Margaret Smith spoke with the Township Administrator and indeed, all parties (renter, the caterer, DJ, etc.) must supply certificates of insurance.

Rentals: The following rental applications were presented to the Committee for approval:

<u>Name</u>	<u>Date</u>	<u>Event</u>
Patricia Gatarz for Neil Tiffany/Jessica	September 3, 2016	Wedding—Barn
Kimberly Hahn	What date would you like for that event?	Wedding—Barn and Grounds
Danissa Alvarado	Pick a date – any date	Wedding—Barn and Grounds

Joyce Lykes moved that all the rental applications be approved as submitted. Nancy O’Malley seconded the motion and it was unanimously approved.

Cold Brook School: Margaret reported that the pump had been fixed. The Committee discussed the window that may have been opened and the missing shingles from the roof. Margaret will call Jeff Alte.

OTHER:

Budget: The Committee discussed encumbering \$2000 for next year.

New Intern: Local colleges/universities were contacted regarding the Museums search for an Intern.

Open Museum Signs: The signs are way past their life expectancy. Margaret and Erin will get pricing information from Lou Marc, Fast Signs and others.

New Secretary: Helen Farrant

ADJOURNMENT: Nancy moved that the meeting be adjourned. Helen seconded the motion. The meeting was adjourned at 9:23 p.m.

Respectfully submitted,

Helen Farrant
Secretary