

Warner Free Trustees Meeting Minutes
Tuesday, December 13th at 6:00pm
Held virtually via Zoom pursuant to Governor Baker's Orders

Trustees Present: Alison Thornton (Chair), Sheila Simollardes (Events), Steve Peisch (Publicity), Marisa Khurana (Secretary), Billy Salter (treasurer), Michael Kilian (co-Publicity, co-Secretary)

Agenda:

1, Review Meeting format: In a goal to make our Zoom meetings more structured, I am going to suggest a few guidelines.

- Arrive on time
- Mute yourself once the meeting has started to avoid background chatter
- For each topic, everyone will get a chance to be heard, The chair will first ask for comments. Please raise your hand and you will be recognized in turn.
- Please be thoughtful and considerate when sharing your ideas.
- As we go through upcoming presenters, please research the various speakers before the meeting to encourage thoughtful deliberations.

Please share any relevant document needed to be discussed prior to meeting, or be ready to share your screen.

2 Review and approve minutes from 12/3/2022: pushed to next meeting

3. Discussion and vote on committee roles

Voted Michael into his role as assistant secretary: unanimous vote

Current roles are:

- Alison - Chair
- Marisa- Secretary
- Mike - Assistant Secretary (and help with publicity/tech.)
- Steve: Publicity
- Sheila - Events
- Billy - Finance

4. Review and vote on expenditures

- Cost of sign - Steve's expenses for sign approx \$200: motion passed unanimously
- Cost of program advertising signage (Sheila)
 - large signs on common \$90 each x5 (\$450)
 - Program flyers (\$58.80)
- Voted to approve expenses passed unanimously
- Upcoming costs
 - Future large signs on common
 - Is there a way to reduce cost going forward?
 - Billy suggested a velcro inset for each different presenter, as his wife had done. Billy will check in with his wife to get more details, price.
 - Sheila noted that the \$90 sign is cheaper than the Harvard Press ad
 - \$210 is current price for "3x7" (3 columns wide by 7 inches tall) print ad in Harvard Press. When the updated price comes in for next year, we will vote on it.
 - Presenters:
 - We have had two discussions about increasing our initial offering to speakers from \$250 to \$300 per speaker. It is understood that we may

pay more or less and that is discussed on a case by case basis. We try to be frugal, but not cheap.

5. Discuss Proposal for feasibility of request to partner with Harvard's Climate Initiative committee with a one time event.

- When would this happen?
- Depending on the number of attendees, where would this happen?
 - Library 100 max
 - Cronin? Cost of renting, project
- They are looking for \$125 to screen the film as they have no funds
 - We have partnered with Garden Club, Fruitlands (Under the Quabbin), Fruitlands (Little Women), Historical Society?
- Is it possible to bring in a speaker?
- Consider opening our "sixth" seasonal presentation to other groups
- Unanimous vote not to approve screening of this film as part of Warner Free

6. Other Business

- Billy and Michael will meet to talk about developing a policy about partnering with town groups
- Alison will be leaving Warner Free in June 2023
- Next Meeting Jan 3rd, 2023
- Sheila moved to adjourn; Mike seconded at 7:04pm
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