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The Hunt Memorial Building
6 Main St., Nashua New Hampshire 03064

Hunt Board of Trustees regular meeting: Feb 13, 2018

Called to order: 6:02

Brenda Baron presided: Secretary Stacy Baxter recorded

In attendance: Tammy Crisp, Stacy Baxter, Charlie Matthews, Brenda Baron, Rosalie McQuaid.

Absent: Harold Soloman

Also present: Administrator Amy DeRoche, Alderman Patricia Klee

Secretary Report: Charlie motions to approve amended Jan minutes, seconded by Tammy. Motion carries.

Treasurer Report: Tammy motions to approve Feb Treasurer's report, seconded by Stacy. Motion carries.

Administrator's Report: Rosalie raised questions concerning restrictions of rental events at HMB. Amy will check with Steve Bolton in legal regarding guidelines for appropriate usage.

Rosalie makes motion to approve Jan Administrator's report, seconded by Charlie. Motion carries.

Old Business:

- Speaker project is not complete due to scheduling difficulties. Amy will continue to coordinate with contractor.
- Amy provided comparison sheet for forming a non-profit fundraising organization to assist HMB. Board agrees to review and try to find additional information to help make an informed decision and will discuss at next meeting.

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- Rosalie motions for Amy to file a 501(c)3 application with the appropriate organizations to establish HMB Foundation, seconded by Tammy. Motion carries.
- Mission statement and preliminary by-laws of the HMB Foundation to be addressed next meeting.
- Fundraising: Rosalie and Tammy to coordinate Spring Fling, May 12th. Event will be a catered dinner with jazz band and auction items. Cost is approx. \$2300. Amy will assist with details, securing vendors and presenting budget for city planners. Event is expected to raise approx. \$2000+ for the HMB.
- Board Appointments: Amy is meeting with Tim Cummings (City Economic Director) on Friday (Feb 16th) and will request guidance on how to expedite current Board renewals along with confirmation of new candidates.

New Business:

- Election of Officers: Board recommends tabling elections until current vacant positions are filled.

Public Comment: None

Move to Adjourn: Made by Rosalie at 6:59 p.m.

Next Meeting on March 14th, 6:00 p.m. at Hunt Memorial Building.