

6/10/2019 Agenda Items

Asa Waters Mansion Task Force

2019 JUN -5 AM 10:08
MILBURY, MASS
FRIENDS OF THE
TOWN OF LEWIS

1. Minutes of the last meeting
2. Next Meeting, July 2nd (1st Tuesdays)?
3. TF Chairperson report
 - Report of Town meeting
 - Revolving Account
 - FEMA funds/Raise & Appropriate
 - Columns next steps
 - External Business/Operational Review
 - Start/end dates?
 - Firm selected (BOS Chair)?
 - Financial Forecast
 - Plan for spending?
 - Part-time Janitor position – impacts/changes expected?
 - Other?
 - Financial Report
 - Share financial assessments from past events (event budget spreadsheet)
 - Financials on 2nd Annual New Year's Eve Gala
 - Financials on Dublin Down
 - Financials on Egg Hunt (w/ Library)
 - Michael Graves Art Show
 - Miss Massachusetts Event (Ladies Club Hosted)
 - Mansion Painting – Sherriff's Dept.
 - Liability?
 - Equipment (Ladders/Scaffolding)?
 - Garage Painting
 - Liability?
 - Equipment (Ladders)?
4. Friends' Report – Chair, Linda Pothier
 - Review of Arms Documentation / Possible Gun Sale – Armand has the binder
 - New TF Policy re: Display/retention of Arms in the Mansion
 - Discuss proposed updates to 1st floor rest rooms (2)
 - Details...
 - Vendor(s)
 - Approach
 - Timing
 - Other...
5. Guest Presentation – Dennis Hill
6. **Director's Report** - John McElroy – (Unless already covered in the Director's Report...)
 - Donation from Michael Graves Fund Raiser (\$2,150)
 - Status – Spiral steps & Front foyer
 - Status: Furnace pipes (asbestos wrapping)
 - Update: Satisfied w/ Removal of double sticky tape residue and wall/ceiling repainting?
 - Status of AWM Calendar
 - How does the Calendar of Events look for Summer/Fall season?
 - How complete is it?

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- Outside Christmas tree removal – Thanks Jeff!
 - Internal blinking lights
 - 7. Old Business
 - **Update on Projects**
 - Parking lot sealcoat and lines? – Spring 2019
 - Mansion Columns – Status
 - Wendall Kalsow meeting update
 - **Master Plan** Development – Discussion/Feedback/Next Steps
 - Update on Mansion Architectural Survey Grant (Connie)
 - Sub-committee Update
 - Disbanding of Master Plan Committee - discussion
 - Status of **Catering RFP**
 - Feedback from Town Manager?
 - **Mansion Inventory** – Status – Next steps?
 - Meet w/ Historical Society re: On Loan Items
 - Paul to schedule work w/ Jeff Raymond and/or Frank Gagliardi (~ June 2019)
 - Updates to mansion Inventory (new items, moves, discarding's)
 - Proposed Mansion policy for Mansion Inventory (handout)
 - Value of new Mansion Items (coffee pots, floral arrangements) – Friends
 - Ownership?
 - Location of 'Missing' items – Paul's list...
 - "Space Management" – Historical Society space(s) – Room C
 - Millbury Historical Society – Request for Donation to the Mansion (in support of expenses)
 - Millbury Historical Commission – Its role in possible grant funding?
8. Any questions/comments re: "Mansion ToDos"?
9. All business not reasonably anticipated to be discussed