

**Friends of the Plainfield Town Hall Opera House
Meeting July 19, 2021
6:30 – 8:00**

Keith Swann, Chair presiding

Minutes

Attending: Jesse Clayton (Zoom), Sarah Harding, Kathleen Light, Steven Light, David Strong, Keith Swann

Absent: Lori Stratton

Meeting was called to order at 6:35

Minutes from June 21st meeting: Amendments were suggested. Dave moved the minutes be approved as amended; Keith seconded. The minutes were approved.

President's report:

1. **Lighting grant:** Keith is waiting to receive an "invoice" or a quote in contractual form from Production Advantage for the purposes of the Select Board. He is also looking to pin down the date so it can be approved with the granting authority. He is expecting the project to be completed in August.
2. **Meeting with Sasha Thayer:** Keith reported the meeting with Sasha only focused on conditions for reopening the Opera House. Sasha reported that re-opening would be discussed at the upcoming Select Board meeting. She is going to recommend that the Opera House be re-opened with two requirements: 1. masks required for unvaccinated individuals (on an honor system basis) and; 2. Basic information be collected for contact tracing. In further discussion about masking and other health requirements the group agreed that we would continue to use Vermont Health recommendations or requirements as our primary source of guidance. Kathy noted that once the Select Board has officially agreed to permit the building to re-open, it could be used as a rain back-up for the summer concert series. Dave reminded everyone that even once the Opera House is open, we are not in a position to accept any new bookings until we have a contract with the Select Board.
3. **New Contract:** Dave reviewed the proposed six-month contract (July – December). He highlighted two importance changes. First, the contract would not be operational until signed by the Select Board. Second payment was broken down to a daily fee, based on the beginning day of the contract, to be paid in full at the end of the contract period.
4. **Tom Blachly:** It was proposed that we celebrate Tom's contribution to the Friends by having a dinner at Positive Pie after the next meeting. Later it was determined the best time for this would be after the August 9th special "lease" meeting. (see below). Dave agreed to reach out to Tom.

5. **Interim Board Vacancy:** With Tom's departure there is an opening on the Friends' board. Dave moved that Steven Light be appointed until the next annual meeting. Sarah's seconded. The motion was approved.

Treasurers Report: Jesse noted the tax-free number can't always be used easily for purchases and moved that he be authorized to include taxes in reimbursements. Sarah seconded. The motion was approved. Steven asked about getting a credit card in the name of the organization. Jesse said he would look into it. Jesse reported about the summer concert series sponsorships. Some corrections were suggested, including ensuring all the sponsorship money is correctly identified as being part of the Summer Series, not in one of the other donation buckets. Dave moved we accept the Treasurer's Report as amended. The motion was approved.

Plan for Annual Meeting/Membership drive/Full House Fund celebration: It was agreed that we should hold the Annual Meeting at a time when we can combine it with a special "Members" concert in the Opera House. Further discussion of the Annual meeting was tabled until the August meeting

Summer Concert Series and Monthly Newsletter: Kathy reported the series is going well. Once the Opera House opens it can be used as a back-up space in the event of rain. In preparation for future use, Kathy would ensure the piano is tuned. Dave and Keith agreed to help manage the July 31 concert since others were not available. Steven said he would be getting a newsletter out before the July 31st concert and to pass along any possible news items for the letter.

Proposed Lease: This item was tabled. The group agreed to meet on Monday August 9th to focus on just the lease.

Other business/adjourn: There was no further business. The meeting was adjourned at 8:06.

Respectfully Submitted
Sarah Harding
August 16, 2021