

Martin Memorial Hall Board of Trustees  
Wednesday, July 12th, 2023  
Martin Memorial Hall, 5259 Route 5, Ascutney

Board Members Present: Lisa Slade, Amy Beth Main, Julia Gumbart, Olivia Savage (alternate),  
Brandon Gulnick (Town Manager)

Public Present: Mike Todd

Brandon called the meeting to order at 6:32 PM.

**Comments Not on the Agenda**

Lisa noted that she requested that the MMH BOT be on the Selectboard agenda for 8/21/23.  
(Later in the meeting it was determined that this would be unnecessary.)

**Approval of Previous Meeting Minutes**

Amy Beth motioned to approve the minutes from 6/26/23, seconded by Julia. Lisa commented that she did not agree with the minutes which stated that the dehumidifier has been left unplugged after rentals. She also commented that if we are proposing a penalty for renters leaving it unplugged, there is the question of if we should do the same for boards holding meetings downstairs. Brandon explained that Lisa's comments could be discussed under another agenda item but had no bearing on the proposed minutes. Amy Beth and Julia voted in favor of approving the minutes as presented, Lisa abstained. Motion carries.

**Legal Opinion: Martin Memorial Hall Deed**

The Board reviewed the legal opinion that Brandon received from Town Counsel regarding the deed of Martin Memorial Hall and issues concerning the scope of authority of the Trustees. There was discussion about how the Trustees have functioned in the past, with Lisa stating that the Board has always handled the rental fees and key distribution for downstairs rentals. Brandon noted that the handling of rental fees and security deposits outside of the Town Office circumvents internal controls and could result in a negative finding in an audit. Lisa stressed that she does not agree with what's evolving as far as MMH goes.

The steps to remedy the questionable legality of the MMH Rules & Regulations were discussed. It was decided that Brandon will draft a new document, the Board will review it, it will be brought to Town Counsel for a legal opinion, and then finally it will be brought to the Selectboard to be approved.

**Rental Process & Internal Controls**

There was discussion surrounding the possibility of adding a rental calendar to the Town website and the use of a keypad to allow entry into the building for rentals. Mike brought up issues surrounding logistics for plowing in the event of a storm during a rental, as well as the need for a line in the rental agreement that in the event of a natural disaster, MMH is needed as an emergency shelter so any conflicting rentals would be cancelled.

Lisa motioned that everything to do with the rental of Martin Memorial Hall is to be handled by the Town Office until new rules and regulations are adopted, seconded by Amy Beth. All in favor. Motion carries.

**Online Scheduling & Payment for Rentals**

Not discussed.

**Tour of Building**

Completed.

**Future Agenda Items**

Not discussed.

**Other Business**

None.

Lisa motioned to adjourn the meeting at 7:52 PM.

A date and time for the next meeting is to be determined.

Respectfully submitted,

Julia Gumbart

Approved on: \_\_\_\_\_ by: \_\_\_\_\_