

Rupert Village Trust Board Meeting Minutes

Thursday, February 27, 6 - 7 pm

Agenda

- Review conversation with Christine Graham
- Make a decision on Katha
- Review Facilities Use Agreement [Facilities Use Agreement](#)
- Review and update ["Did You Know?"](#)
- Review Board Orientation Form [LINK](#)
- Review Tracy Adams' recap of the Community Conversation. [LINK](#)
- Review Project Plan [LINK](#)
- AARP Grant Guidelines
<https://www.aarp.org/livable-communities/community-challenge/info-2025/2025-challenge.html> To see and edit grant application in process: email: janhentschel@comcast.net password NIGGLE!
- AARP Ideas [Ideas for AARP Grant](#)
- AARP Movie Ideas [Movies Options from AARP Grant](#)
- Group ideas for small grants
- John: feedback from fire marshal re use of the curved staircase

Minutes

- Meeting opened at 6:02 PM. Jane Davies, Deb Fuller, Jed Rubin, Janet Hentschel and John La Vecchia in attendance. Mary Dickson joined via Zoom.
- Deb pointed out the difference between annual and capital campaigns. In Deb's view, Katha Washburn has been speaking more to her ability to assist with annual campaign efforts, whereas Christine Graham would be focused more on a capital campaign. Along with each of these efforts, Deb thinks we should also be prepared to hire a consultant to develop a strategic plan. The REDI grant might be a good mechanism to initiate this effort.
- The board voted not to pursue Katha's proposal at this time. Deb will convey that to Katha.
- Mary will make minor revisions to the facilities use agreement. Deb will follow up with our insurance agent about the specific

insurance requirements and language. Jed agreed that we should run the agreement by our attorney, and in the meantime we should begin using it with these revisions.

- Mary would like to resurrect our “Did You Know” efforts. She suggested including some of these in our newsletters among other places.
- Everyone approved Janet’s work on the board orientation document. It is comprehensive, will be very useful for new board members, and can evolve and develop with the organization.
- Deb wants us to distinguish between board and committee level work. While we don’t currently have committees, some document review work, for example, would be better done by smaller committees that could consist of both board and other volunteer members. Board meeting time could then be better spent acting on the committees’ work. This should help integrate with our project planning efforts.
- Janet suggested several possible avenues to make use of an AARP grant. One option would include a barbecue grille, patio and patio heater, and raised bed(s) so that we could have monthly barbecue gatherings. Janet has also been in contact with Ryan Spahr about hosting regular movie nights. This would include projector and audio equipment, marketing, food and other things necessary for showing movies. Janet will work on and refine a movie-themed AARP grant application.
- Janet would also like us to put together a list of other ideas for smaller grant opportunities.
- John had a conversation with fire marshal Matt Jakubowski regarding a) the use of the curved staircase to allow more use of the second floor space, and b) any stamped drawing requirements for our planned renovations to the Harrington House to create two apartments or living spaces. Matt thinks that stamped architectural drawings will not be required, so Jane will contact Warren Irish to see if he agrees and is interested in submitting a proposal for the project. He will need to make a site visit in order to assess improvements necessary to allow for use of the curved stair along with the current interior stair. John will coordinate a visit with him after we clean up the back room

- Jane will be traveling and unable to attend the March meeting. She asked that someone else prepare the agenda for that meeting.
- Meeting ended at 7:22 PM.