

Rupert Village Trust 4/2/23 Meeting Minutes

- Meeting opened at 11:35. Jane, Deb, and John present.
- 3/19/23 meeting minutes approved as written.
- Deb met with Wendy Rizio at M&T Bank regarding our line of credit application. Deb and Jane will provide some additional paperwork that Wendy requested. We clarified a system for counting and making cash deposits from our coffee hours on a weekly basis based on input our accountant provided to Deb.
- Deb saw Frank Parent on-site on Friday 3/31 as Frank was doing field work to locate the well and other site design elements. Frank will provide drawings shortly that Deb will send to Chris Cole for estimating.
- Deb introduced Isaac Wagner and Peder Rude to Wendy Rizio via email re the RD application.
- Jane will prepare RVT's portion of the Evidence of Community Support letter to USDA Rural Development to forward to the Rupert Selectboard for its consideration at the board's 4/11/23 meeting. This will need to be listed as a Selectboard agenda item and approved by motion and then signed and dated. Jane will fill out RVT's portion of the letter, send it to Debbie Baker and Charlie Rockwell, and Cc Andrea Lenhardt, Deb, and John. John and Deb will discuss it at the 4/11/23 Selectboard meeting.
- We should read the health department regulations relevant to restaurants (not caterers, etc.). They pertain in part to material finishes and ease of cleaning. We will research further regarding equipment, ventilation requirements, plumbing fixtures, and other regulations.
- We will also want to research and understand necessary improvements to our building mechanical systems (space heating, hot water heating) for our phase 1 renovations.
- Jane discussed some of her observations about the new website design with Danielle Zimmerman. They will continue working on refinements to the new website.
- We will be meeting with Bill Drunic this Wednesday 4/5 at the Store.
- Jane will talk further with Liz Novak regarding her family's request to have a family gathering this Friday 4/7 following a wake for Dodie Dailey, who passed away last week. We will discuss options with Steve, Carey, and Renee to host game night at the library or Congregation Church this Friday in coordination with the library's meeting that evening ahead of the Easter Egg Hunt on Saturday 4/8.
- Vision and programming should be important aspects of our planning and thinking when looking at grant-making opportunities. The Vermont Community Foundation Spark Grant opportunity is one option that came out of Jane and Deb's meeting with Elisabeth Marx. Jane and Deb discussed Jane's town green board game idea, perhaps independent of VCF funding. VCF puts a priority on paying creatives, and Jane would like to find a way to work with local artists in association with these grant opportunities. Spark Grants typically come out in the fall, making it a good opportunity for a fall/winter programming activity or series. Building renovation work may affect this schedule.
- Deb asked about moving our next board meeting on 4/16/23 to sometime later in the afternoon. We will meet at 4:00 PM that day rather than 11:30 AM.
- Our front stair handrail needs repair. John will mention it to Claude to see if he would like us to work on repairs or if he would like to do so.