

CHENEY HALL FOUNDATION, INC.  
MINUTES OF APRIL 11, 2012 MEETING

Present: Geoffrey Naab, Dave Newirth, Teresa Ike, Greg Simmons, Kim Ashton, Joyce Hodgson (left the meeting at 6:15), Andy Vincens, Rob Huestis, Donna Mercier Mike Pohl (left the meeting at 6:45) and Sarah Burke (arrived at 6:30)

Absent: Lynne Ferrigno

The meeting was called to order at 6:09 p.m. by President Naab.

MINUTES – A motion was made by Ms. Ashton, seconded by Mr. Huestis to approve the minutes of the March 14, 2012 meeting, the motion carried unanimously.

TREASURER'S REPORT – Ms. Ike distributed the Treasurer's report for March and provided an overview and specifically mentioned the \$5,000 transfer to savings to establish our Capital Reserve has taken place. A motion was made by Mr. Pohl, seconded by Ms. Mercier to accept the report, the motion carried unanimously. A copy of the report is included with these minutes.

LTM REPORT – Ms. Hodgson reported that LTM is busy promoting Cat on a Hot Tin Roof which opens Friday. There was a nice article in ManchesterPatch.com, the Journal Inquirer will review opening night. FirstNighter was sent out to subscribers and friends as well as the latest electronic e-message via the websites constant contact service and included a YouTube video.

LTM has put coupons in: a special spring supplement of the Hartford Courant; the Glastonbury Citizen; the East Hartford Gazette; as well as handing them out during the promotion at CW's Chops 'n' Catch. They also place weekly ads in the Journal Inquirer and the Hartford Courant.

LTM has begun the promotion for the Vagina Monologues in collaboration with the Manchester Art Association. Eve Ensler will be here on May 6<sup>th</sup>, and LTM is grateful to the Mark Twain and Stowe Center for having the author here prior to the start of the production. Other events coming up in May include: May 5<sup>th</sup> – Movie Thelma and Louise; May 6<sup>th</sup> – Eve Ensler; May 8<sup>th</sup> Evenings @ 7 – Training Wisteria; May 16<sup>th</sup> – Lecture, Anne Pie, strong women's roles in her plays.

LTM received a grant for \$5,000 from the Manchester Rotary Club and are grateful for their continued support. The grant will be used toward the summer sprucing up project.

BUILDING REPORT - Mr. Newirth reported there were no new issues with the building. The HVAC system was turned over to air conditioning during the warm spell and has since been turned back to heat with one boiler running and seems to be working. Dzen Roofing Inc. came out and inspected the roof for the cause of the leak reported at the last meeting. They repaired the visible issues and cautioned that the roof is continuing to deteriorate and will need to be replaced. The bill for the repair is \$189.00. Mr. Newirth made a motion seconded by Mr. Pohl to approve payment of the invoice. The motion carried unanimously.

FUNDRAISING COMMITTEE REPORT – Ms. Ashton suggested we consider having a game night for a fundraiser. She will get more details on what would be involved and update us at the next meeting.

Ms. Ashton provided the board with an overview of the progress of the website committee. Ms. Ashton, Ms. Mercier and Ms. Ferrigno met on April 2<sup>nd</sup> to review the options available and come up with a recommendation to the Board. They recommended we use the domain name cheneyhallfoundation.org, and a company called Tripod to develop the site. Tripod is currently being used by Ms. Mercier for her involvement with C.A.S.T. and is working well for them. The recommended items to have on the website are: History of Cheney Hall; Mission of the Foundation; Foundation member listing; meeting schedule; capital projects priorities; events with details; donation opportunities; contact information; and links to associated partners. Ms. Ashton distributed information about the company and our options. Mr.

Newirth asked if we should use a shorter domain name such as chf.org. After discussion by the Board it was agreed that the longer name more clearly identifies the Foundation. Mr. Newirth asked if the product allows the Board to share information only available to board members. Ms. Ashton replied that we can have a private page on the site. Mr. Pohl asked about the capacity to have pictures displayed, Ms. Ashton replied that is available in Tripod. Ms. Mercier said we should use the letterhead we currently have on the web site for consistency across platforms. Mr. Naab questioned why the fees for the year do not agree to 12 times the monthly fee. Ms. Ashton said if we pay for the full year up front they provide one month free. The Board agreed paying upfront would be better. Mr. Simmons asked if we should start with the PRO Plan version since it's cheaper and upgrade later if needed. The Board decided for the difference in price of \$3.00 per month we should just go with the better Webmaster version. Ms. Ashton made a motion to embark on a web site with the domain name cheneyhallfoundation.org and approve the payment of \$181.40 toward the subscription to Tripod Webmaster. Mr. Simmons seconded the motion, the motion was approved unanimously.

OTHER OLD BUSINESS – Mr. Naab stated that we have received the check from the Hartford Foundation for Public Giving Ruddell Grant and he has sent out a thank you on behalf of the Board.

Mr. Huestis reported on his meeting with the New Britain Museum of American Art regarding their application to the Kresge Foundation. The meeting was very productive with a large amount of information and material that will assist us in applying once the opportunity comes up again. This may not be an annual process for capital grants so it may be almost two years before we can apply again. Mr. Huestis mentioned several other grant opportunities that he is exploring for the Board. He will try and follow up with representatives from the Hancock Shaker Village for information as well as the Department of Economic and Community Development and the National Education Association for their Creative Placemaking project. Mr. Huestis also mentioned a mural project that is being coordinated through Central Connecticut State University. He will update the Board at the next meeting with his findings regarding these potential opportunities.

Mr. Naab informed the board of the meeting set up with town staff on Friday April 27<sup>th</sup> at 10:00 a.m. to review the process for proceeding with the HVAC replacement and/or upgrade.

Mr. Naab asked again for assistance with the Manchester Historical Society school tours in May. Ms. Ferrigno has agreed to help, Mr. Newirth said he would be available and Mr. Simmons offered to assist if he cannot find another volunteer.

NEW BUSINESS – Mr. Naab informed the Board he has submitted the application for the Neighborhood Assistance Act. We will need to do a better job of reaching out to the business community if approved this year.

ITEMS FOR NEXT AGENDA - Nothing specific was identified.

ADJOURNMENT – A motion to adjourn was made by Mr. Newirth, seconded by Ms. Ashton at 7:02 p.m. The motion carried unanimously.

Respectfully submitted,

Greg Simmons, Secretary