

**BROOKSIDE FARM MUSEUM
REGULAR MEETING OF APRIL 24, 2019**

Members Present: Gary Lakowsky, Chairman
Cheri Meier
Robert Seifel
Robert Patterson
Maggi Prokop

FILED IN EAST LYME
CONNECTICUT
APR 30 2019 AT 12:07 AM/PM
Brookside Farm Museum
EAST LYME TOWN CLERK

Also Present: Donna Massung, President of the Friends
Kathleen Patterson, Chairperson of the Collections Committee

- I. **CALL TO ORDER.** Chairman Lakowsky called the April 24, 2019 Brookside Farm Museum Regular Meeting of April 24, 2019 to order at 7 p.m.
- II. **APPROVAL OF MINUTES.** Mr. Lakowsky asked for additions, deletions or corrections to the March 27, 2019 Brookside Farm Museum Regular Meeting Minutes.

The following corrections were noted: On page 1 under those present Ms. Meier is a Commission member. On page 3 item 4, Property Maintenance, General Report, the second sentence to be revised as follows: "He said that he would also be meeting with Mr. Bence and a basement company regarding dehumidification and the mold in the house."

MOTION (1): Ms. Meier moved to approve the March 27, 2019 Brookside Farm Regular Meeting Minutes, as amended. Seconded by Ms. Prokop. (5-0) Unanimous.

III. **REPORTS**

a. Agenda Additions.

MOTION (2): Ms. Prokop moved to add to this evening's Agenda, under New Business 2. Puppetry Project. Seconded by Ms. Meier. (5-0) Unanimous.

b. Public Delegations.

Mr. Waterman reported the Puppetry Project is seeking a place to have a stage 10' x 6' and an additional small stage 4' X 4'. We plan to have the production in September or October. We have invested \$7,000 in this project and will need an additional \$7,000 to complete it.

Mr. Lakowsky asked would the stages be permanent or moveable? Mr. Waterman informed him they are moveable. Mr. Lakowsky asked would you want the stage in the barn? Mr. Waterman stated we would like to use the barn for rehearsals and would like to leave them in the barn for the time being. Mr. Lakowsky informed him this cannot be a permanent location. Mr. Waterman informed him the rehearsals would be around 5 p.m. on a weekday. He added we would be glad to work around your schedule. Mr. Lakowsky stated you will need to know when it is available. Mr. Waterman stated he would be willing to work together on that.

Mr. Waterman informed the Commission that the play is about the First American Submarine of 1775. Information on It is on the internet. We hire professional puppeteers to perform on it.

Mr. Patterson asked how is the barn suited for this activity? Mr. Waterman replied we need a height of 11' and you have in that space.

Mr. Patterson asked have you rehearsed elsewhere? Mr. Waterman replied the Lindens allowed us to use their home for several rehearsals. We would prefer not to use someone's home. Mr. Patterson asked how many individuals are at your rehearsals? Mr. Waterman replied seven or eight. Mr. Patterson asked do you need lighting? Mr. Waterman replied electricity is all we need. We have our own lighting and sound equipment.

Ms. Massung informed the Commission we have changed the date for the Friends' Annual Meeting to June 20 at 10 a.m. in the barn.

- c. Ex-officio. Mr. Cunningham was unable to be present, and there was no report.
- d. Curator. Mr. Taylor was unable to be present, and there was no report.
- e. Chairman. Mr. Lakowsky reported we will need to re-schedule Clean up Day. He added a Special Meeting will be held for approval of a new rebranding.
- f. Financial. Mr. Patterson reported as of ten days ago there was \$4,457.77 remaining in the Brookside Farm Museum budget. We have spent 74% of the budget.
 - 1. Status Update. Mr. Patterson reported we plan to install shelving.
 - 2. Presentation of Bills. There were no bills presented for payment.
 - 3. Barn Rental. Ms. Prokop reported she has a rental for a graduation party on May 18. She plans to be at the house on that day. She has a rental for a Memorial on June 9 Mr. Lakowsky agreed to be at the house on that day. Ms. Prokop stated each of these rentals would like to serve liquor and she went to the First Selectman to request approval. Ms. Prokop informed the Chairman she will no longer be able to take care of barn rentals.
 - 4. Budget. Mr. Lakowsky reported the 2019/20 budget has not been approved as yet. The status of the phone bill was questioned. The phone bill increased because of the second dedicated line into the house for the Fire Department. We are waiting for more details on it. It was felt if all we need is an answering service, we could have an extension at the Town Hall and a Commission member could pick up messages. At the beginning of the new fiscal year we will need to have discussion with the technical people at the Town Hall.
- g. Collections. Ms. Patterson had nothing new to report.
- h. Correspondence. Ms. Prokop did not receive any correspondence for the house.

IV. **OLD BUSINESS**

a. Property Maintenance.

1. General Maintenance Report. Mr. Patterson reported he and Mr. Massung installed bi-fold doors in the first-floor bathroom. An additional door will need to be installed.

Mr. Patterson reported he and Ron Bence met with Connecticut Basement Systems to discuss a dehumidifying system. The representative suggested a \$2,000 system. Mr. Bence agreed to work with us but was unable to help with its cost. The Town is aware of the mold in the house.

Mr. Patterson informed the Commission the planned work by the inmates was cancelled. Mr. Bence was asked to try to reschedule it for May 6.

b. **MUSEUM DEVELOPMENT**

There was no discussion on museum development.

c. **UPCOMING EVENTS**

1. Clean up day April 13. Clean-up day on April 13 was cancelled. It was decided that Commission members would help with clean-up on dates they are available.
2. Plant Sale May 11. Ms. Massung distributed flyers to various individuals to advertise the Plant Sale.
3. Friends' Annual Meeting. The Friends Annual Meeting is re-scheduled for June 20 at 10 a.m. in the barn.
4. CT. Open House Day June 8. Ms. Massung plans to have the unveiling of the house logo. Mr. Taylor will give a presentation. Our new exhibit will be up.
5. Bike and BBQ September 21st. The Bike and BBQ is scheduled for September 21.
6. Exploring History Day October 14. Exploring History Day will be held on October 14.
7. Spirit Voices October 19. Spirit Voices will be held on October 19.
8. December 8 Open House. The Open House will be held on December 8.

V. **NEW BUSINESS**

a. Property Maintenance. There was nothing new to report on property maintenance.

b. Museum Development.

1. Middle School Program for 2020. A meeting on the Middle School Program will be planned together with the Middle School teacher in September.
2. Puppetry Project. Mr. Lakowsky plans to email Mr. Waterman with a series of questions that need clarification.

VI. **ADJOURNMENT**

MOTION (3): Ms. Prokop moved to adjourn the Brookside Farm Museum April 24, 2019 Regular Meeting at 7:45 p.m. Seconded by Mr. Seifel. (4-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary