

Town of South Hero
Old White Meeting House - Restore & Revitalize Project

Date: Thursday, April 22, 2021
Meeting of the OWMH Steering Committee on Zoom

Call to Order: 4:00 PM by David Carter - Chair

Attendees: David Carter-Selectboard, Emily Klofft-NRPC, Beth Curtis-Grannies Attic, Linda Seavey, Mary Harwood - Town Consultant, Sarah Kjelleren, Michael Carroll, Rick Breault, Pamela Suprenant, Bridgett Kerr, Sandy Gregg-Planning Commission

Absent: Terry Robinson - Bicentennial Museum, Carol Tremble

- 1. Report on Environmental Evaluation & Testing** - Emily K explained this is temporarily on hold due to delays getting the Town's Municipal Authorized Agent (MOA) Ross Brown up and running in the State GEARS system which is the platform for tracking State Grants. There is a May 1 deadline to accomplish this. (NOTE: issue was resolved in time to submit all necessary information)
- 2. Grant Status Updates** - Mary H.- Town Consultant, reported on various grants affecting this project. Most will require applications in their next rounds after we have cost estimates.
- 3. New Grants Available** - Sandy G. will contact the Vermont Preservation Trust and have a preliminary conversation with them.
- 4. Meeting with new adjacent property owner** - David Carter reported on a matter affecting the OWMH property and possible solution to wastewater capacity needs.
- 5. Old Business:** Sandy G. reported on tracking all donations and grant monies received for this project. A database called Little Green Light (LGL), currently being used by the South Hero Library Foundation, has proven to be a thorough tracking system. Both Sandy & Mary have experience with this system. After an initial free 30 days use of LGL the OWMH Town Account will purchase this database at an annual cost of \$400. Kim Julow, Town Treasurer, is being included in all communications regarding the tracking of all funds and a procedural system has been discussed with her. Mary & Sandy will be responsible for data entry into LGL. All monies received for this project will be deposited by the Town Treasurer into a Town Bank Account and reflected in the OWMH Account Line in the Town Budget.
- 6. New Business:** The need for a rudimentary website was discussed and it was decided that one is needed to keep a transparent means of communication with Town residents, Donors, and other interested parties. Mary & Sarah will be responsible. On-line Donations will be a feature of this website and require a separate Bank Account to receive online donations. Also, a behind the scenes app such as Stripe or Paypal will be required. Hopefully this can be all set-up by our next meeting May 27th.
- 7. Next Meeting:** Thursday, May 27th at 4:00 PM via Zoom.

8. Adjourned 4:58 PM

Respectfully submitted by,
Sandy Gregg, Scribe

