



EAST VALLEY COMMUNITY GROUP
(EVCG)

Monthly Meeting Minutes, September 6, 2022 - **DRAFT**
Meeting held in person at the East Valley Community Hall

Present: Betsy Race, Allison Belisle, Christine Settles, Aria Settles, Peggy Whiteneck, Joan Feierabend, Sarah Jolivette, Marcia Hammond, John Pimental, Mark Kelly, Josie Carouthers, Lucy Barrington, Dan Toner, Marti Neas, Ed Neas, Sandy Rilling

1. Meeting called to order by Chair Betsy Race at 5:33 PM.

2. Introductions and Celebrations: We welcomed four new attendees! Hal and Amelia continue to be very popular. Betsy drew our attention to all that we've managed to complete in the past years and how successful our community building has been thus far, asking us to Celebrate Us!

3. Changes to the Agenda: none

4. Secretary's Report:
 - a. Approval of Minutes: Betsy summarized the August minutes for the benefit of those not in receipt of the emailed document. A motion to approve the August minutes was made by Joan Feierabend and seconded by Allison Belisle. No further discussion. The motion passed unanimously.
 - b. Action items -
 - i. Betsy - the frame for the Welcome to the East Valley sign has been installed, talked with the fire marshal and did not connect with Trini regarding the Preservation Trust, et al.
 - ii. Marcia - sent Allison the sandwich board information, attended Art on the Farm as an EVCG representative.
 - iii. Allison - ordered sandwich board sign, researched procurement policies.
 - iv. Mark - doesn't remember why he was going to call Julie Ifland (carried forward from June).
 - v. Peggy - is periodically in touch Will Stevens from Senator Sanders' office, no reason to correspond with current owners of possible expansion lots at the moment

- vi. John - obtained a text version of the Breadloaf proposal and is translating it to excel so that we can easily filter and isolate information for better decision making.

5. Treasurer's Report

- a. Allison gave an overview of the Treasurer's report. A motion to approve the August Treasurer's report was made by Mark Kelly, and seconded by Marcia Hammond. No further discussion. The motion passed unanimously.

6. Committee Updates

a. Events Committee: Art on the Farm was great, good turn out and lots of interest in the barn and porch quilts. Lucy has some ideas for how we can incorporate virtual raffle/auctions into our website platform going forward to increase engagement. Lucy has also agreed to take on some of the work of maintaining the EVCG website on an ongoing basis. The free veggie table and tent are a success, it seems like folks are both bringing and taking items regularly. Bingo continues to go well with \$1,400.00 netted in the month of August and an overall earnings of \$2,435 through August 31. The flower boxes look lovely and have been attended by both Joan and Sarah over the summer.

b. Public Relations Committee: Marcia is gathering reports for the quarterly newsletter, she'd like information by Sept 13 in order to get it out within the month.

c. Capital Campaign: the Frenches have stepped down from the committee, current members are Betsy, Christine, Jane, and John. Anyone else who feels drawn to be on the committee is welcome. No recent meetings have been held.

d. Grant Committee: Josie is hoping to see the Town's ARPA funds application being made public soon. She and Peggy will work on completing that application together. Josie's understanding is that applications will be due by the end of the year. It has been suggested that the EVCG request funds to expand parking availability at the Hall, but after much discussion it was determined that it made more sense to request funds for something more immediately necessary such as the cost of hiring an architectural firm to produce construction documents for the Hall or repairing the foundation. The current make up of the Grants Committee is Josie, John, Peggy, and Elizabeth. Peggy will call a meeting of the Committee and will invite a possible new member, Lenny Gershfeld, to join them as well. Peggy has also been working on boilerplate narrative language for grant applications that she'll share with the Committee for their input.

e. Hall Committee: Betsy confirmed that Breadloaf will only generate construction documents if they can be assured that they'll get the whole job. EVCG can't make that commitment and the Town seems unlikely to. A different firm will need to be hired. If we ask the Town to hire the architectural firm it might not move very quickly as there are a number of new hires and vacancies in the Town offices that lead to lower priority projects getting put off until later. We can raise funds on our own to hire the firm though, we just need to make sure that we follow established policies and procedures. Based on the Breadloaf report, the construction documents could cost as much as \$215k. We discussed how proud we are that we've been able to build our community and bring people together even without the regular availability of the Hall but that we feel like it's important to keep pressing forward with getting it renovated as a way of continuing to bring energy and vitality to the East Valley. A long, slow timeline is fine with us, but we need to keep moving ahead. To that end we're in agreement that our next major fundraising goal will be for the funds to hire the engineer to generate the construction documents. Betsy will reach out to several firms to get quotes for their work so that we have a solid number to start building our grant applications and fundraising pitches around. Allison will refine the procurement

policy that she's been working on so that we can vote on it in October.

7. Old Business

- a. Welcome Sign: hope to have the final install complete by Tunbridge Fair weekend (Sept 15 - 18)
- b. Purchase of a sandwich board - estimated delivery date is Sept 13
- c. Update on ARPA funds - see Grants Committee notes
- d. August Selectboard Meeting - Besty attended, asked to be put on the agenda for September.

8. New Business:

a. Selectboard Meeting Attendance - Betsy will attend on September 8 to update the Selectboard on our decision to raise the funds to pay for the construction documents privately. She will also request clarification on the zoning question regarding whether or not the existing parking would be grandfathered in to any renovations

b. Veggie Table Tent - the canopy has been damaged by weather. A replacement canopy and shipping will cost around \$300.00. John moved that we approve the purchase of a replacement canopy for the tent, up to \$300.00. Mark seconded, no further discussion. Motion passed unanimously.

c. Procurement Policy - Allison has been researching them and has pulled together pieces from several examples that she's found. Mark, Betsy, and Allison will work to finalize a draft of the policy and send it around for review before the October meeting.

ACTION ITEMS:

Betsy - attend Selectboard meeting, call engineering firms for quotes on construction documents, call a Capital Campaign meeting

Marcia - write the Quarterly newsletter, order tent canopy

Allison - final draft of procurement policy, send Peggy Elizabeth's contact info, send EVCG photos to Josie and Marcia.

Peggy - call Grant Committee meeting, send standard grant narrative to committee, write a letter to the Byrne Foundation and the Lamson Howell Foundation for an annual request.

John - keep working on an excel version of the Breadloaf proposal

Josie - connect with Peggy on Federal grant opportunities, attend Town ARPA meeting, write a letter to the Byrne Foundation and the Lamson Howell Foundation for an annual request.

9. Next meeting: first Tuesday, October 4, 2022 at 5:30 pm.

10. The meeting was adjourned at 7:41 PM on a motion by Christine Settles and seconded by Sarah Jolivet.