

Edmond Town Hall Board of Managers
Special Meeting
Monday, March 22, 2017
Mary Hawley Room, Edmond Town Hall
45 Main Street, Newtown, CT
Chairman Margot Hall called the meeting to order at 1:10pm

Present: Margot Hall, Marie Smith, Jennifer Chaudhary, Jim Shpunt

Absent: Mary Fellows, Anna Widemann

Also Present: Sheila Torres

ETH 2017/2018 Budget revised – The Legislative Council asked for clarification of the budget. When the budget was originally formatted the theater and building revenues and expenses were separate. To get a better picture, the expenses and revenues are broken out but in the same area. After reviewing the revised budget, Jennifer Chaudhary articulated that ticket sales should be increased. The current amount in the budget is \$142,000. If you take the worse year they had, it is still a 15% reduction. \$160,000 is a more realistic number. With the increase in ticket sales, comes an increase in film rentals expenditures so that should be increased to \$70,000. Jennifer Chaudhary moved to approve the 3/22/17 reformatted budget with the following changes: change revenue for ticket sales to \$160,000 and film rental expense to \$70,000. Marie Smith seconded, motion unanimously approved.

ETH House Policy regarding Liquor – Sheila Torres explained that the insurance company requires a policy regarding the sale of liquor. They had provided a sample policy from another state that needed minor tweaking. Sheila Torres will forward it to the Attorney for review. This needs to be in place before the April 21, when they have their first event selling liquor. Jennifer Chaudhary moved to approve the draft subject to changes on page 4 and 8 to be forwarded to the Attorney for review. Jim Shpunt seconded, motion unanimously approved.

501(c)(3) Rental Rate for Theater – not discussed

Walnut Hill Church Youth Group-Summer project at ETH – A Minister at Walnut Hill Church asked if they could have some of their young members do community service hours at ETH. Sheila Torres said that there is a project in the back parking lot that can be done. They will have to put down a weed barrier and apply rubber mulch. The question regarding liability was discussed. Sheila Torres will request a letter from the Church requesting the community service and layout what they can offer and if they will be supervised.

Having no further business the meeting was adjourned at 2:15pm.

Respectfully submitted,
Arlene Miles, Clerk