

Rupert Village Trust Board Meeting Minutes

Thursday, July 11, 6 - 8 pm

Agenda

- 6:00 Approve minutes from previous meeting
- 6:05 Treasurer's Report
- 6:10 RD Grant:
 - Easement for well - status
 - Engineering contract
 - Next steps
- 6:20 Annual Appeal Letter: Starting with \$24,000
- 6:30 Funding opportunities:
 - Vermont Community Foundation Arts Funding
 - Tax Credits
 - Village Trust Initiative: meeting July 22, 9-10:30am
- 6:45 Benefit music concert July 27
- 6:55 Basket Raffle
- 7:00 Dinner Break
- 7:15 Website Updates
- 7:20 Status of Windows
- 7:30 Painting the building - quotes and timing
- 7:40 Signage - outdoor sign for the building
- 7:45 Trips to Rupert book
- 7:50 Decorating Upgrade Status
- 7:55 Old Home Days: next meeting

Minutes

- Meeting opened at 6:03 PM. Deb Fuller, Janet Hentschel, Jed Rubin and John La Vecchia attended in person. Jane Davies attended via Zoom.
- We will review last month's and this month's minutes at the next meeting.
- Deb reviewed the treasurer's report, income and expenses to date.
- RD will need RVT's attorney to review the easement language. Deb has other documents for the attorney to share as well.

- John will confirm that the easement language is with Andrea Lenhardt and in front of the Selectboard for its next meeting on 7/23.
- Frank Parent provided information about the permitting steps and status for the well and septic system. It starts with a source permit application, followed by the water construction and wastewater system permits.
- Deb and Jed discussed the anticipated timing of payments and reimbursements and how this will work as the construction work gets underway.
- Deb noted we will be sending an annual appeal letter to those who have donated previously but not necessarily as a mass mailing. Express Copy can do a mail merge, leaving the mailings open for personalization if preferred before sealing the envelopes. Deb thinks Express Copy can also print postage on the envelopes at a non-profit rate.
- We have made the first cut for VCF arts funding. The full application is due on 8/6/24 and Jane will be working on it.
- The tax credit application is due late July/early August. It is meant to cover some of the window replacement and exterior painting work. Jane would like us to review the webinar she shared so we all can help with that effort.
- The Village Trust Initiative funding opportunity continues with a site meeting on 7/22/24 from 9:00-10:30 with PTV and the Council on Rural Development. Jane would like to have the Store and property looking good ahead of that meeting. Deb asked how many board members should attend. Is the entire board too many people or is it best to have most or all of us there? Mary will be working on the Store interior over the next several days through early the following week.
- Jane will have a conversation with the band ahead of the benefit music concert on 7/27. Jed's flat bed is approximately 7'-8' wide x 17' long. Jane will confirm that this works for the band. He will bring it over early in the week so we need to decide where to locate it. The event will be rain or shine, indoors or under a tent if raining lightly. We should set up our two tents for the event.
- Renee Kitts will chair the September 27th basket raffle event. She will share a list from last year's event. She and Deb would like to

cap it at 50 baskets. We would also like to have a food vendor. Deb heard from Sarah Parker (of Salem) this past spring. She is no longer associated with Jacko's but is still doing catering work. Deb will reach out to her about her availability on 9/27.

- Jane and Nancy are working on website updates. We all need to send Nancy a headshot and short bio.
- John still needs to gather more Pella window information for PTV, so we can compare the Pella and Marvin window details. We can also revisit the repair vs. replacement approach since the requirements with respect to PTV can vary.
- Deb has ordered 50 copies of the "Trips to Rupert 1913 & 1915" book to have available for sale at the Store and Historical Society. The original diary came from the McKeighan house and was copied, printed and bound just recently. John will bring it to the Historical Society's attention at its next meeting.
- Deb noted that our next board meeting is currently scheduled for the Thursday of Old Home Days. Should we have it that day or consider rescheduling it? Deb suggested pushing it back one week to 8/15.
- We have received two quotes for building painting. Jane has requested more information from one of the bidders.
- Jane and Deb had a brief discussion about outdoor signage possibilities on the property but not on the building. Deb has an inquiry in to Meg Campbell about any PTV input regarding signage.
- Mary asked about images the Historical Society might have available to be framed and displayed at the Store. We may take a look there this Saturday during or after coffee hour. Mary will be working on the interior decorating over the next several days.
- Jed and Deb think we should make painting and window decisions before the next meeting so we can line up at least the painting contractor. Jed suggested having a working meeting prior to when the grant applications are due.
- We discussed some of the specifics around Old Home Days, the Fun Run, and other activities that week/weekend.
- Jed had car trouble on the way to the PTV conference earlier this week and so was unable to attend.
- Meeting adjourned 8:11 PM.