**BRCA - April Meeting**

**Meeting Minutes:** Feb, March

**Financials**

**Exterior Work:** John got some quotes for the work. Inge checked with Roweena Cooper (re: historic requirements) who confirmed that “regular maintenance” (incl scraping and painting) doesn’t require any special reporting or documentation. So, it would appear that we are free to choose from a larger range of contractors.

**Septic Access Covers:** need to be replaced ASAP!!

**Rug Display Case:** we have a quote from Ted Hitsman to build a display case with a removable front panel (made of plexiglass), and frame. Quote = $475 + tx, assuming the cheapest range of frames available. He believes we should have no troubles finding a suitable frame in that collection. We have asked for a written quote.

**Basement & Historic Society:** the MHS had an archivist come to the basement to see if appropriate for use, and “yes” was the answer. The humidity in the basement now is “perfect”, and he expects that a slightly larger dehumidifier would keep it that way all year round. The MHS is going back to the Merrickville Council for approval to proceed, as well as funding. We suggested $200 per month in rent.

**Greening Team:** thanks for cleaning up the post box area and upgrading the EMC dispensers. They are currently working on a plaque for Pat’s tree. They also plan to move the historic marker sign approx 2 ft to the north, so it sits at the side of the flower bed and doesn’t interfere with the tree. They plan to move it “themselves” but Inge encouraged them to hire a contractor (re: new pole? Concrete?)

**Plaques:** a new brass plaque for Pat has been ordered (first one had a typo). We need someone to mount the exterior memorial & Hydro plaques. We also need to re-think the interior strategy for the various plaques, to ensure they remain visible at all times, yet are current and attractive (re: Hydro, Tallman, etc, etc). Do we need a specific plaque re: Tallman donation (instead of the laminated newspaper article)??

**“For Rent” Sign:** Thanks to John for replacing Aileen’s phone number with website address

**Website:**  Inge has been fooling around with the website, and is working to simplify the site by eliminating unused menus and unnecessary menu options. Stay tuned for a streamlined look. Also, keeping the home page up-to-date and interesting is a challenge – please forward ideas for home page topics as they arise. This month includes reference to the Greening Sign-up List.

**Rental Documentation:** Inge modified and re-organized the Rental Documentation, so there now exists: 1/ Rental Contract for Single Use; 2/ Rental Contract for Multiple Use; 3/ Terms & Conditions 4/ Equipment List; and 5/ Renter’s Clean-up Checklist. All of these documents are available on the website under the menu *About Us 🡪 Documents 🡪 category “Rental Documents”.*