

**Warner Free Trustees Meeting Minutes**  
**Tuesday, August 30th at 6:00pm**  
**Held virtually via Zoom pursuant to Governor Baker's Orders**

**Trustees Present:** Alison Thornton (Chair), Sheila Simollardes (Events), Steve Peisch (Publicity), Marisa Khurana (Secretary), Billy Salter (treasurer),

**Members of the Public:** Michael Kilian

- Meeting was called to order at 6:05 PM
- Approval of Minutes:
  - May 24, 2022: as amended; moved by Steve Peisch, Sheila seconded; aye vote by Alison, Sheila, Steve and Billy; Marisa abstained
  - June 14, 2022: as amended; moved by Steve Peisch, Sheila seconded. Unanimous approval by all
  - August 9, 2022: as amended; moved by Sheila, seconded by Steve; aye vote by Alison, Sheila, and Steve; Marisa and Billy abstained
- Financials:
  - Some clarification needed; Billy will sit down with Jared to have him explain negative ending balances
  - Speaker numbers look correct
  - Billy will give a more thorough report next time we meet
  - Billy will process any invoices with the town (1-2 weeks to process)
    - Zoom upgrade
    - Interview with Natalie Jacobsen in Press
    - Harvard Press Ad
  - Kiliiii's original proposal was \$1500, for Zoom presentation agreed to \$300 (email documentation shows \$500, similar to Eric Dolan)
- Publicity
  - Warner Free Ad in Harvard Press with list of all events will be in Sept 2 issue
  - Article about Kiliiii in Sept 9 issue of Harvard Press
  - Harvard Press Events section 3 weeks before
  - Marisa will reach out to principals of Hildreth and Bromfield to put announcement in parent newsletters that reach Harvard and Devens
  - Marisa will post on NextDoor Harvard/Devens
  - EventBrite email blast
  - QR codes in future
  - Asking people to sign up by device (not per person), because we only have 100 device spots on Zoom
  - Decided against Twitter because hard to control
  - Marisa will create Warner Free webpage that would list history and would be linked from Town website
- Event Planning: zoom
  - Zoom will open at 6:30 for 7:00 event with Kiliiii
  - Limited to 100 participants

- Event Planning: in person live event
  - Set up at 6:00pm for 7:00pm event
  - Natalie Jacobsen (Oct): will sign her book (from Silver Unicorn or her agent)
  - Stack of upcoming events postcards
  - Sign up sheet for future emails
  - Big Warner Free Lecture logo sign on table in hallway
  - Tables with refreshments that are decorated seasonally
    - Sheila brings tablecloth and centerpieces; has cups/napkins/utensils/small plates from Pat Jennings. Will send email with checklist of what to bring
    - Steve brings cider (2 gal) and water (1 gal)
    - Everyone else will bring 1-2 trays of cookies or donuts
  - Steve taking care of sound
  - For the fall, we won't have HCTV set up yet (Natalie would require enormous fee with SAG) Alison will reach out to HCTV
- Next meeting date: Tuesday October 4th
- Adjourned at 6:40pm (moved by Billy; seconded by Steve)