

Minutes of the Warner Free Lecture Trust
Harvard, MA
May 4, 2020

Members present: Lisa Foley, Shannon Molloy, Jennifer Combs, Sheila Simollardes, Pat Jennings. Jeff Boudreau joined at 6:55pm.

Members absent: none

Others present: none

Location: virtual via Zoom Meeting ID: 822 2408 3068

Meeting called to order at 6:40 pm

Preamble: Lisa read a memo provided by the town on Governor Baker's coronavirus-related Executive Order regarding tele- and videoconferencing and Open Meeting Law, and explained ground rules of participation to the board members.

Minutes: minutes of the April 2, 2020 meeting were approved as presented unanimously, by roll call vote.

Upcoming season:

- Discussed whether we should we see if our tentative September speaker, Eric Dolan (Lisa), is willing and has the capability to go virtual. We could replace with mental health program (originally scheduled for March 2020) which is already film-based; they have reached out to Lisa to say they are set up to provide the program virtually. Their virtual platform/zoom subscription level would dictate how many participants the platform could handle. Consensus is to not engage with Eric Dolan and instead book a virtual presentation with the National Alliance of Mental Illness program at a September date to be determined.
- October: Edward Renehan (Jeff); not confirmed. Discussed whether he and future speakers would be interested in and capable of making their lectures virtual. Lisa will craft language to use in approaching all proposed lecturers so board members can ask. Jeff reported that Renehan can come 9 or 16 Oct, \$350 honorarium. Jeff will find out if he has an online version. Board discussed ensuring that all lecturers are willing and have the ability to do their event online if necessary.
- Consensus is to make Sept and Oct events virtual, with a plan for Jan-Mar to be held in person by default with backup plan in place with each speaker to go virtual if needed. Program leads will also ask speakers if the content of their programs would be available online for people who missed the event. Would these events be canned or customized? For a non-live version, would the fee

change? All speakers should have contingency plan. Lisa will draft some wording to summarize these discussions for program leads to share with lecturers. Board members should plan to report back on speakers' responses by next meeting.

- Lisa raised concern about purchasing an ad in the Press that might cause confusion about whether lectures will be live or virtual. Discussed idea of printing a card and mailing. Some members in favor of preserving the Press ad but keeping it more basic, without details about how the event would be delivered.
- Lisa will follow up with Mary Wilson to see if library has any of its own restrictions or contingencies in development that we should be aware of.
- Program leaders action item summarized: confirmation of speakers and dates plus contingency plans due by next meeting, where we will review all feedback and see if it's possible to finalize the schedule and place an ad, or defer it for one more meeting.

Other business:

- Election is June 23 as of now. Following election, Lisa and Shannon will no longer be members of the board. Lisa recommends that expiring board members participate in the July meeting as members of the public who can be invited to the table for discussion as needed.
- Lisa recommended we consider officer assignments prior to election. Who's going to take over running the meeting? Who will be taking minutes? Decided to have two meetings of the board prior to election with goal of resolving loose ends regarding the organization.

Next meeting: Wed May 27, 6pm; finalize schedule; ad content and draft. Following meeting: address management and organization. Scheduled for Wed June 17, 6pm via Zoom.

Adjourned: Motion to adjourn made, seconded, and passed unanimously at 8:03pm by roll call vote.

Minutes: scm