

Hooper Institute Committee meeting: February 26, 2019

Present: Heather Brady, Eloise Clark, Karen Galloway, Marcia Galloway, Holly Gowdy, Elaine Heleen, Cheryl Mayberry—Selectboard Rep., Rebecca Sethi, Rebecca Whippie

Clarification on 2018 spending: The line item for Program Support was almost \$1,000 more than what staff spent for program materials. Eloise checks with Rich Kreissle, Finance Administrator. He posted \$849 for camp counselor drug testing in this category. Going forward, Sarah Downing, Town Administrator, says drug testing will no longer be a requirement for this position. Cheryl confirms. That amount of money will go toward salaries for working teens.

Trustees of the Hooper Trust: Eloise reported on her meeting 2/14 with the Trustees of the Hooper Trust (THT). As stated in the HI bylaws, both the THT and the Hooper Committee (HC) will work cooperatively in the search for the new director. Cheryl says the THT would like to redefine the job and grow the HI's role in the community. HC members stressed their desire to collaborate. All views should be respected. Both THT and HC want a successful outcome to the search. A joint meeting of the THT and HC will be held on Wednesday, March 27th, 7:00 PM at the Town Hall.

Golf Course worker: the Hooper Golf board approached the THT about the possibility of a summer high school worker this year. Eloise checked with State and Federal agencies about restrictions. State labor laws prohibit 14 and 15 year old from driving golf carts. They cannot operate machinery, even weed whackers. 16 and 17 year olds can't drive golf carts on public roads. However, they can cross roads if the crossing is well marked. Federal law prohibits 14, 15 and 16 year olds from handling any chemicals. 17 year olds can handle "standard" chemicals. Chemical applications are regulated by OSHA. Eloise will contact the golf course manager regarding a job description for a high school worker.

New members: Eloise has three new prospective members. One has already submitted her letter of interest to the Town Office. The Selectboard appoints new committee members after Town Meeting.

Facts & Fiscals: Eloise created a document outlining how the HI budget is spent. She hopes this "snapshot" of spending is helpful to the HC and THT.

Bylaws revisions: Per the suggestion of the THT, the HC began a review of the Bylaws last approved in 2015. Eloise will incorporate HC suggestions into a new draft for their review.

Next meetings: March 12, 7:00 PM the HC will meet in the WES library. March 27, 7:00 PM will be a full meeting of the HC and THT at the Town Hall.

Submitted by,

Eloise Clark, Director & Secretary