The meeting was called to order at 8:12 a.m. Attending were trustees Heidi Bliss, Ron Brown, Hal Levine, Sara Spittel, Stan Young, Sandy Zielle, and Mary Ellen Brookes.

Minutes – accepted (Sara, Hal)

Director’s report – accepted (Hal, Heidi)

Treasurer’s report – accepted (Hal, Heidi)

Moved by Hal and seconded by Ron: **that we accept the gifts for April.** The motion passed.

Policy Committee updates

1. The vacation policy is under discussion.

2. Stan suggested a written credit card policy. Ron will draft it.

3. Stan asked for two revisions to the policy handbook: p. 16 – that "on the second Friday of every month” be changed to "monthly” and pp. 40-41 that instead of referring to specific names, e.g. *Hal*, the instructions should read, "refer to the current emergency contact list.” The trustees agreed.

4. Moved by Sara and seconded by Heidi: **that we accept the draft volunteer policy.** The motion passed. This was the final vote.

Capital Improvements Committee update
1. Sara is waiting to hear from Louise Freedman.

2. Maggie Stier of the New Hampshire Preservation Alliance has responded with a list of many references.

3. Designer Joan Ross has volunteered to consult and has been consulting with Pat.

4. The next meeting of the committee will be on Tuesday, May 15 at 4:00 p.m. Ron suggested a discussion of priorities and affinities.

**Climate control proposal**

Hal presented his research. Moved by Sara and seconded by Sandy: **that we buy four air-conditioning units**. The motion passed. Hal will complete the purchase.

**Trustee search**

The trustee search continues. An interested candidate will attend the June meeting.

**Old business**

A personnel committee of Sandy (Chair), Heidi, Hal, and Sara was formed. Their first meeting will be on Friday, May 18 at 8:15 a.m. at the Hilltop Café. Sandy will prepare an outline of information.

**New business**

At the request of the Lions Club Ron will attend their May 22, 7:00 p.m. meeting in order to give a presentation on the Historical Society renovation. The club will donate.

The meeting was adjourned at 9:52 a.m.

**The next meeting of the trustees will be on June 8 at 8:00 a.m.**

Mary Ellen Brookes 5/11/12