

MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF TRUSTEES, H.W. GROUT TRUST  
AND THE BOARD OF DIRECTORS, GROUT MUSEUM, INC.  
Wednesday October 19, 2016

**PRESENT:**

TRUSTEES: Judy Burfeind and John Burns

DIRECTORS: Kathy Breckunitch, Edward J. Gallagher, David Greene, Judy Griffith, Carl Hartson, Jack Locke, Doris Miller, Pat Morrissey, Steve Schmitt, and Mary Ellen Warren

ABSENT: David Allbaugh, Aaron Buzza, Barbara Corson, John Wood and Julie Zell – Historical Homes

STAFF: Billie Bailey – Executive Director, Bob Neymeyer – Oral History, and Diane Popelka – Operations Manager, Cyd McHone – Director of Development, and Alan Sweeney– Imaginarium & Site Manager

The H. W. Grout Board of Trustees and Grout Museum, Inc. Board of Directors meeting was called to order at 11:57 AM by Chairman, Judy Griffith, in the Grout Walsh boardroom.

**The conflict of interest statement was read.** No Board members or staff reported a conflict of interest for the month of October.

**BOARD MINUTES: Motion by Steve Schmitt, second by Edward J Gallagher that the Grout Board minutes be accepted for September 21, 2016.** Motion carried.

**CONSENT AGENDA: Consent Agenda items sent to board members by email for review prior to the Board meeting was approved by motion of Judy Burfeind, second by Pat Morrissey.** Motion carried. Approval is for the following staff consent agenda reports:

- Oral History Project Report for October
- Development report for October
- Facilities/Imaginarium report for October
- Marketing report for October

**FINANCIAL REPORTS** by Jack Locke:

**Motion by Mary Ellen Warren, second by Pat Morrissey that the Treasurer's report for September 2016 be approved and filed for audit.** Motion carried.

Board Meeting adjourns at 12:43 PM. Motion to adjourn Board meeting by Kathy Breckunitch and David Greene.

The November Board meeting is scheduled for Thursday, November 17, 2016 (from November 16, 2016) starting at 9 AM as part of the Board Retreat in the Grout Walsh Boardroom.

The December Board meeting is being moved up a week to Wednesday, December 14, 2016 (from December 21, 2016) in the Grout Walsh Boardroom starting at 12 noon and lunch starting at 11:45AM.

Submitted by Diane Popelka, Operations Manager