

## Andrews Chapel Restoration Committee Meeting

October 4, 2017, 6:30 PM

In Attendance: Deb Bogardus, David Gardiner, Gina Bush, Anne Quagrello, Marilyn Cassidy

Minutes of previous meeting reviewed and accepted

- A. Going forward we will be known as the Andrews Chapel Use and Maintenance Committee with a term of 3 years for new members: Dana Anderson, Deb Bogardus, Gina Bush, Mary Cassidy, Marilyn Cassidy, Anne Quagrello and Gino Cresta. Retiring members, Toni DiLisio, Dave Gardiner, and Howie Vatcher, were thanked by Deb for all their years of hard work and dedication.
- B. Discussed ways of promoting use of the Chapel
  1. First create a form to be passed out
  2. Contact churches, funeral homes, Recreation Committee, choral groups, etc.
- C. Question of a bathroom
  1. There will not be a bathroom.
  2. Private parties can arrange for a handicap porta-potty. Gino will build a wooden enclosure with a concrete base adjacent to the bulkhead to accommodate same.
  3. The above should be presented to the Swampscott Historical Commission.
- D. We should have a written history of the restoration to document it for the Swampscott Historical Society.
  1. Work should be started on a snapshot booklet, both to sit in the Chapel and for the town. David Gardiner has agreed to do same.
- E. General Maintenance
  1. Mice.....have it professionally baited as necessary
  2. Weather stripping is needed at doors.
  3. Splits in a couple of the pews need to be repaired.
  4. The back hall closet needs to be cleaned as it's a good home for an essential vacuum.
  5. Lights for the outside need to be investigated.
  6. A cleaning schedule should be arranged

Meeting adjourned 7:30 PM

Respectfully submitted, Marilyn L Cassidy