**Draft Minutes of the Treasure Chest Committee**

**July 26, 2019, 5:00 PM**

**Harwich Community Center: Room #5**

**Committee Members Present:** Tom Caruso, Eric Fahle, Heather Bolinder, Janet Evans, Sheila Eldridge

**Alternate Members Present:** None

**Selectmen Present:** None

**Other Volunteers Present:** Ellie

**Others Present:** None

1. **Quorum:** A quorum of Treasure Chest Committee members were present at the meeting.
2. **Old Business:**
	1. Acceptance of Meeting Minutes:

The Meeting Minutes for April 5, 2019, were accepted, as amended, by the Treasure Chest Committee.

1. **New Business:**

**A. Treasure Chest Coordinator Position:**

Tom Caruso discussed the concept of a Treasure Chest Coordinator and stated that the “Coordinator” needed to be consistent with our message in the following areas:

* Rules regarding Treasure Chest customers,
* Rules on what the Treasure Chest will and will not accept, and
* Rules on who can shop at the Treasure Chest.

Toms says that 15 work hours a week at about $15.30 an hour is what is being proposed for the Coordinator position. Link would post the Coordinator position, which would be open to the public and would conduct interviews and would hire the preferred candidate. The Coordinator would be there to enforce the rules. Tom noted that he can’t be at the Treasure Chest on both Saturdays and Sundays to ensure that the rules are being enforced. Janet thought that the Coordinator should also show up on Wednesdays to see weekly clean-up /weekend preparation operations. Tom discussed the amount of time that he spent weekly dealing with the administrative operations of the Treasure Chest and reiterated that we need a Coordinator who would commit to “Doing their all”. Heather agrees to the idea of a Coordinator. The Coordinator needs to be able to say NO to both Treasure Chest customers and volunteers.

**B. Review/Discussion of Harwich-Only Policy:**

Tom stated that there can be no exceptions to the Harwich-Only Policy and that we, as volunteers, need to try to make our customers understand and abide by the rules. Customers looking to get a new Treasure Chest sticker can now only get the new stickers at the Town Hall. Heather indicated that customers should stick their new Treasure Chest stickers on their cars and the volunteers should ask them to do so.

**C. Review/Discussion of Donation Items that are Acceptable and Unacceptable:**

Tom is of the opinion that some volunteers have a difficult time saying NO to items that should not be accepted at the Treasure Chest. The consensus was that we all need to do a better job at rejecting items that should not be accepted. Janet state that although we do try, some items still make it through our screening process and agreed that we all need to be more vigilant.

**D. Discussion of Treasure Chest Closure Procedures:**

Tom was happy that Eric recognized the potential of volunteers to be adversely effected by high heat conditions and recommended the closure of the Treasure Chest during the recent heat advisory. We discussed how we would spread the message of closures in the future. Should we have a mandatory closure procedure when there is a heat advisory? More discussion to follow.

**E. Other New Business:**

Link does not want the Treasure Chest volunteers driving on the grass near the transfer station. Heather suggested that we hold a meeting with all of the volunteers. We agreed that the next meeting should be a cook-out at the Treasure Chest. Tom thought it would be a good opportunity to let volunteers know that they are appreciated, that we have made a lot of progress in our initiatives and that we have done a lot of good for our customers and community.

1. **Open Session:**

No topics were discussed during Open Session.

1. **Set Date for Next Meeting:**

The next meeting (a cook-out) was scheduled for Saturday, September 7th at 3 PM at the Treasure Chest.

1. **Executive Session:**

There was no Executive Session held during this meeting.

7. **Adjournment:** Adjourned at 5:45 PM.