

BENT NORTHOP MEMORIAL LIBRARY  
TRUSTEE MEETING MINUTES  
June 15, 2017

Present: Laura F., Albert T., Susan M., Laura B., Amanda F., Bridget R.

Call to Order: by Albert Tetreault at 4:30pm

Approval of June Minutes: LB, SM

Treasurer's Report:

Three funds: Library Revenue, Library Grant, Morgan Stanley

It looks like everything is in line (@ 50%)—total expenditures @55%.  
where we should be based on where we are in the fiscal year.

Reviewed balance sheet

Morgan Stanley investment is at 1.4 million—slightly up this month.

Reviewed additional benefits offered to town employees:

Life Insurance—eligible for employees working 30 hours per week. 50 (k) in life insurance,  
50 (k) in accidental death

STD-eligible employees maximum of up to 26 weeks does not exceed 60% of employee  
earnings

LTD-26 weeks

These additional benefits will go into effect on July 1, 2017. Cost for each annually is  
nominal.

Librarian's Report:

Huge turnout for the composting class last week!

Nature walk with Mr. K-pre-K and K attended with one family of library patrons (40 kids!)

Summer reading plan—kick off Wednesday July 5<sup>th</sup>—Build a better world!

Lots of great activities planned for summer.

Library closed for vacation June 26-July 1. Then closed on Mondays throughout the  
summer.

Please see attached for full librarian report.

Old Business (Follow-up and Updates):

New Business:

Trustee Orientation –discussed having a formal orientation program. Such as:

Welcome letter

Historical perspective

Tour by Sarah

Financials, review of annual budget and how it fits in with town budget

Copy of quarterly Morgan Stanley

Role of Trustees and expectations

Recent History-BNML programs, policies

Friends of the Library

To bid or not to bid:

We already have the first items (donations) from community members for the fundraiser.

Action items:

- Jennifer will ask Amanda for information regarding town insurance liability policies specific to directors and officers.
- Trustees send Save the Date post cards to friends, colleagues who have not attended.

Executive session: Discuss questions in regards to employee policies

Motion to move into Executive Session 5:10 (SM, LF)

Motion to Exit Executive Session 5:26 p.m. (SM, LB)

Next meeting will be Thursday July 20 at 4:30.

Motion to adjourn at 5:35 by AT, and seconded by LF.