

Bent Northrop Memorial Library
Trustee Meeting Minutes
(8/17/17)
Draft

Present: Susan M., Laura F., Laura B., Jennifer,
Amanda F., Bridget HR.,

Call to Order: at 4:30 by Laura F.

Guests:

July Minutes

Motion to Approve(SM, LB)

Approved

Treasurer's Report: Amanda reviewed balance sheet and monthly financials.
Revenue is running at 29%; Expenses are running at 67% both are on target for this time of year.

Action items:

Laura will contact John from Morgan Stanley to for our annual meeting with him.

Librarian's Report (full report posted):

See attached report. Additionally:

Sarah has a coverage plan in place.

End of summer party-100 people attended. School provided free lunch.

5-20 kids attended Building Challenge Tuesday throughout the summer.

Friends of the Library report:

To Bid Update: Logistics complete-date set 9/30/17; solicitation letters were distributed via USPS and email. Need follow up.

Posters ready for distribution

Weekly FPF updates;

Received to date:

Sponsorship from 6 people for total \$925

30 plus limited edition bags committed for silent auction.

Art will be featured during the month of September

Need follow up on auction donations

New!!!! Sell tickets

Menu kicked up another notch this year

Old Business:

No old business to discuss

New Business:

Trustee vacancy-we will put out a message to the community regarding the vacancy.
Discussed how best to honor Albert.

Action items:

Laura F. will create a draft message out to the community regarding the vacancy.
Jen will follow up Albert's family to gather information regarding the best way to honor Albert.

Agenda for Next Meeting:

Technology Implementation Plan Draft Proposal
2018 Budget Proposal
Salaries for Budget

Policy review:

No policy review needed this month.

Executive Session:

Motion to move into Executive Session (SM, LF) 5:30

Motion to exit Executive Session (SM, LF) 5:56

Decision made regarding moving forward to hire a substitute and pay.

Decision made regarding benefits.

Next Meeting:

September 21, 2017

4:30

Adjourn: Susan made motion to adjourn, and Laura seconded this motion.

6:05 pm