

**Bent Northrop Memorial Library**  
**Trustee Meeting Minutes**  
**October 18, 2018**

**Present:** Laura F., Peter, Laura B., Sarah, Bridget, Amanda, Kristina

**Call to Order:** 4:30

**Guests:** None

**Approval of previous meeting minutes:** done

**Third Quarter Financial Review:** Conference call with John Myhre who presented overview of capital markets in general in 2018 (volatile year, more in line with usual pattern) and then specifically reviewed the BNML account. Points made: BNML portfolio was more stable with addition of bonds, the interest and dividend yield will meet distribution needs for the library (projects \$45,000 for year in part due to increased dividend yields on stocks). Discussed the monthly statement and the lack of clarity around the “credits” and “debits” for the year. John to research this more and report back.

**Treasurer’s Report:** Amanda presented the year to date the library fund (see attached) and notes that revenue does not show the revenue from taxes as they are not yet in. Overall on where we should be.

**Librarian’s Report:** Sarah gave Librarian Report (see attached) with highlights including a growing group attending Playgroup/Story Hour on Wednesday mornings, lots of upcoming events including Trunk or Treat on Oct 27, pie making workshop to benefit FCC Thanksgiving baskets, and on Nov 13th at 6 PM there will be an overview of Vermont Health Connect to assist in obtaining health insurance.

**BNML Friends Report:** Bridget reported on the success of the To Bid or Not to Bid fundraiser (see attached). The 5th annual event was attended by >125-130 friends and neighbors, over 130 items/services donated for a net income just under \$9,000. The Friends are going to use this towards augmenting adult programs and landscaping. THANK YOU FRIENDS!!

**Old Business:**

- 1) Library Budget—more discussion and review of 2019 proposed budget
- 2) Update on unattended child policy—Sarah reached out to other librarians with libraries close

to school. More to be explored.

**New Business:** “Endowment Letter” for Morgan Stanley signed by all trustees present,

**Executive session:** Staff pay

**Agenda for Next Meeting:** The usual reports, staff pay/evaluations, annual budget (goal to finalize in next month to present to Select Board)

**Next Meeting:** Thursday Nov 15 at 4:30

**Adjourn:** 5:58 PM

Librarian Report 10/18/18

### **Programming Update:**

#### **Past:**

- Saturday, Sept. 22nd, 11am; **Fairfield Baby Meet and Greet** - 2 babies

#### **Recurring:**

- Wednesdays at 10am: **Playgroup / Story Hour** - Growing group!
- Wednesdays at 3pm: **Drop-in Maker Space**
- Beginning 10/26 - Fridays at 3:30pm: **Russian for Families**

#### **Coming Up!**

##### **October/ November**

- Five Tuesdays, starting Oct. 23rd: **Teen Room Mural**
- Saturday, Oct. 27th, 3-5pm: **Trunk or Treat**
- Thursday, Nov. 1, 6pm: **“Woof! What Does the Dog Say?”** Dog communication workshop by Deb Helfrich of Gold Star Dog Training.
- Saturday, Nov. 3, 10am: **Pie Making** Workshop to help make pies for the Thanksgiving baskets for the Fairfield Food shelf and make one for yourself too!
- Tuesday, Nov 13th, 6pm: **Vermont Health Connect:** Topics include a review of health insurance basics, an overview of plans offered by Vermont Health Connect, some strategies for plan selection and a discussion of new developments in health care for 2019. Also included will be a discussion of financial assistance and how to apply.
- Saturday, Nov. 17th, 11am: **Drag Queen Story Hour**
- Four Tuesdays, starting 11/27: **Lego Club**

#### **Other Updates:**

- Attended VT League of Cities and Towns Conference, Oct. 5th
  - Will send email summary of highlights
- October 22nd - 31st: Book Sale!