

Bent Northrop Memorial Library
Trustee Meeting Minutes
January 28, 2014
DRAFT

Present: Jen Archambault, Sue Magnan, Albert Tetreault, Julie Wolcott

Guest: Bridget Howrigan Rivet

Call to Order: Julie Wolcott called the meeting to order at 3:36 pm

Review/Approval of Minutes: Minutes from the December meeting were approved (JA, SM).

Treasurer's Report: Amanda was not present

Librarian's Report: Kristen was not present.

Reviewed Kristen's report—question opening the library to private events and how alcohol will be handled.

Report from the Friends of the Library

Bridget attended the meeting to update the group regarding the letter that was sent from the Friends of the Library in December. Summary is as follows:

- Mailed to 630 residents
 - 25 survey responses received
 - Casual summary: overall very positive
 - Results not yet summarized
 - 20 donations for a total of \$3,075 (through 1/27/14)
 - 13 new donors (total \$825)
 - 7 repeat donors (total of \$2250)
 - Total donations through 1/27/2014: \$125, 355
 - Received: \$120,805
 - Pledged and not received: \$4,550
 - Upcoming:
 - Send tickler e-mail re: respond to survey
 - Send fundraising letter to businesses in town
 - Send fundraising letter to Fairfield Alumna
 - Organize the Friends (first Thursday of the month)
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- Albert inquired as to how much money the Friends have in the bank and Bridget reported approximately \$20,000. Budgeted \$15,000 because there may be some need for money for fundraising.
 - Bridget reported that she is hoping to get a matching contribution from her previous employer.
 - Discussed future fundraising events

Old Business:

- Voted on the 2014 Budget (SM, AT)
Budget approved
- Julie will be scheduling a meeting with the select board to discuss the town paying for property expenses once payments end for the property.
- Discussed next steps with Suzanne Shepard. Suzanne planning on attending the February 18th meeting. Susan to follow up with Suzanne to discuss expectations of the meeting. Agreed to have her review end of year financials in preparation for the March town meeting and also to begin the strategic planning discussion.

New Business:

- Discussed who is up for re-election and preparation for town meeting. Decided to have further discussion at next meeting.

Agenda for Next Meeting: Town Meeting Preparation
Suzanne Shepard @ 4:00 p.m.
After School Issues

Next Meeting: Tuesday, February 18, 2014 @ 3:30 p.m.

Adjourn: 4:28 pm