

Bent Northrop Memorial Library
164 Park Street, Fairfield, VT 05455
Trustee Meeting
Date: 12/21/23

Call to Order: Melissa Southwick called the meeting to order at 4:35

Present: Peter Burns, Susan Magnan, Michele Feiner, Sarah Allerton, Melissa Southwick, Bridget Howrigan Rivet, Cathy Ainsworth, Samantha Thomas (Zoom)

Approval of Previous Meeting minutes: Motion to accept 11/16/2023 meeting minutes made by Peter and seconded by Melissa. Samantha abstained. Motion approved.

Treasurer's Report (10 minutes):

- Our budget is on track. Board engaged in conversation about surplus funds
- Audit is on schedule. Documents from library may be needed/requested

Librarian's Report (10 minutes):

- Very successful watercolor class- to be repeated
- Records retention training – Sarah attended
- Lengthy conversation about recent vandalism incident and related safety and security concerns. Recommended to report on to Superintendent Bill Kimball so he has the needed information
- Additional information provided in Librarian's report

Friends Report (10 minutes):

- Health and Wellness day scheduled for 4/6/2024
- Library Wish List requests for new year shared
- Discussed how best to utilize logo merchandise as related to volunteer recognition
- Conversation about need for painting as new furniture donation is being accepted

New Business:

- Budget shared to Selectboard went well
- Scheduled future Friends meeting rotation through March
- Discussed upcoming Trustee elections. Michele will seek reelection. Melissa will not be running again due to family concerns and so one seat will need to be filled.

Old Business:

- Child Policy and Patron Behavior Policies were not reviewed due to time

Agenda Items for Next Meeting:

- Review Child Policy
- Review Patron Behavior Policy

Adjourn: Melissa Southwick adjourned the meeting at 6:35pm

Next Meeting: January 28th, 2024

Join Zoom Meeting:

<https://us02web.zoom.us/j/81343649772?pwd=US9SeFZKY1RXNit6bzFVMIF6V0RDUT09>

Meeting ID: 813 4364 9772

Passcode: 221504