

Bent Northrop Memorial Library
Trustee Meeting Minutes Draft
January 16, 2020

Call to Order: Called to order by Laura Fulwiler at 4:34 PM

Present: Laura Fulwiler, Peter Burns, Kristina Bolduc, Samantha Thomas, Sarah Montgomery, Amanda Forbes, Bridget Howrigan Rivet, and Laura Bellstrom

Approval of previous meeting minutes: Motion to approve made by Samantha T. , seconded by Peter B. and all approved

Treasurer's Report: See reports provided and reviewed by Amanda Forbes, end of year report for 2019 shows total library revenue and operating expenses slightly above budgeted, but largely due to grants received and applied. Surplus of approximately \$1,800 anticipated and recommendation by Amanda to apply to the Budget fund balance. Current year library fund report also included but only reflects first 2 weeks and on track.

Librarian's Report: See attached report provided by Sarah M. Upcoming events include Adult Craft night (continued good turnout) with Wine glass painting on Feb. 13th, UVM Society of Women Engineers at STEAM Saturday on Feb. 8th and Rockin Ron on Wednesday, Feb. 26th. Also reports 37% increase in print circulation since 2012.

Friends Report: Bridget reports continued work on author series and plans for dedication of bench for Albert and Jacqueline Tetreault on May 3, 2020, more details to come. The Friends are also planning to provide new slip covers/upholstery to several furnishings in the library.

Old Business:

- 1) **Financial policy-** Peter B shared the research he'd done on other library financial policies as a reference for our Financial Policy. Trustees discussed distinctions between policy and procedures, striving for a balance between instructive and restrictive descriptions for future trustees. Peter will gather more information, delegating some work to others, specific to BNML for February's meeting as we continue this work.
- 2) **Research on Endowment since 1988**—Bridget shared information on Endowment spending since 1988. Discussion was held around ways in which to share this information and final decisions will be made in February

New business

1) 2019 Trustee Report—Sarah prepared for trustees review, few amendments suggested and approved with edits

Agenda for Next Meeting:

- 1) Call with David Poole (Financial advisor) at 4:45**
- 2) Financial Policy revisions**
- 3) Preparation for Town meeting**
- 4) Continuation of discussion of library building**
- 5) Policy review**

Adjourn:

Motion to adjourn made by Peter Burns, seconded by Samantha, meeting adjourned at 6:20P

Librarian Report 1/16/2020

Programming Update:

Past/ Current

- Paper Quilled Greeting Cards: Adult Craft Night - Jan. 9th - Full Class (16).
- STEAM Saturday : SLIME - Saturday, Jan. 11th, 10am - 8 kids plus caregivers.
- Tinkering (After school program) - Started Tuesday, Jan. 14th. Runs 4 weeks. 10 kids.

Coming Up! - January

- Painted Wine Glasses: Adult Craft Night - Thursday, Feb. 13th: 6pm
- STEAM Saturday : UVM Society of Women Engineers - Saturday, Feb. 8th, 10am
- Rockin' Ron - Wednesday, Feb. 26th, 11am

Story:

Who? Young woman new to the area.

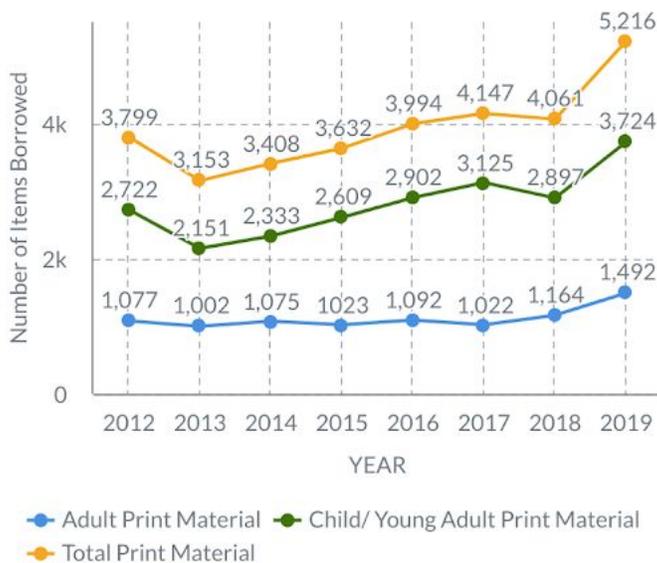
What's the problem? Doesn't know many people in the area. Wants to meet people, especially people with young kids.

What did the library/ librarian do? Provide a social event (craft night!) enabling adults to socialize and meet new people.

Happy ending: The young woman sat next to another woman who also has a young son. They exchanged phone numbers!

Statistic: In 2019, BNML offered a monthly adult craft night that served over 130 adults (duplicated).

BNML Print Circulation 2012 - 2019



37%
Increase
in Print Circulation
since 2012