

**Bent Northrop Memorial Library**  
**Trustee Meeting Minutes**  
**February 16, 2023**

**Call to Order:** Michele Feiner called the meeting to order at 4:37 PM

**Present:** Sarah Allerton, Michele Feiner, Laura Fulwiler, Melissa Southwick, Cathy Ainsworth (Zoom), Peter Burns

**Guests:** Luann Ross

**Approval of previous meeting minutes:** Motion to accept January 19, 2023 regular monthly meeting minutes made by Peter Burns and seconded by Laura Fulwiler. Motion approved.

**Approval of Special meeting minutes:** Motion to accept January 24, 2023 special meeting minutes made by Melissa Southwick and seconded by Michele Feiner. Motion approved.

**Treasurer's Report:** Cathy Ainsworth presented budget status report.

1. Spending on track for the year.
2. Audit on-going.
3. 2022 surplus will be \$1,709.29
4. Cathy reported total historical surplus is \$13,915.55 (includes \$1,709.29)

**Librarian's Report:** Sarah presented the librarian's report. See the Librarian report attached.

**Friend's Report:**

1. Friends are planning a Wellness Day at the Library on April 1, 2023. Program to include yoga, massage, meditation, snacks.

**New Business:**

1. Sidewalk repair update: Search for contractor to repair sidewalk - ongoing.
  2. Lighting replacement project: Decision was made to notify the electrician that, due to a lack of response, their services are no longer required. Sarah will contact a second electrician.
  3. Donation and Gift Policy: Progress was made on policy revisions. Melissa will update and share with the Friends.
1. Memo-of-understanding between the BNML and the Town of Fairfield - work progressed on MOU.
  2. New Trustee search- ongoing.

**Executive Session:** Motion to enter executive session made by Laura Fulwiler, seconded by Michele Feiner at 6:35 PM. Motion approved.

Discussion: Personnel issues were discussed.

Motion to leave executive session made by Laura Fulwiler, seconded by Michele Feiner at 6:45PM. Motion approved.

**Agenda for next meeting :**

(1) Work on policies

**Adjourn:** Motion to adjourn at 6:46 PM made by Peter Burns. and seconded by Michele Feiner, Motion approved.

**Next meeting: Thursday March 16, 2023 at 4:30PM**