

**Bent Northrop Memorial Library**  
**Trustee Meeting Minutes**  
August 18, 2015  
Draft

**Present:** Albert Tetreault, Susan Magnan, Sarah Montgomery, Laura Fulwiler, Amanda Forbes

**Call to Order:** Laura Fulwiler, Called Meeting to Order at 4:30

**Guests:** Sonia Dodge, Bridget Rivet

**Agenda Approved SM, AT**

**July Minutes Approved as amended (July minutes currently state July minutes approved-it should state June Minutes Approved) (SM, JA)**

**Treasurer's Report:**

- Amanda presented YTD financials.
- 53.47 % of budgeted expenses spent so far on operating expenses.
- No actions needed regarding the budget at this time.

**Librarian's Report:**

**Sarah presented her monthly update to the Board. Highlights include:**

- End of year summer party scheduled this week (8/21)
- Summer hours will end on 8/31/15
- Letter writing workshop 9/2/15
- Planning for after school programming has started!
- At the start of the school year, Sarah will be sending out a letter home to parents reiterating the behavior expectations for the year.
- Sarah attended a Select Board meeting with Susan in July. Discussed library fundraising and silent auction with the select board.

**Old Business:**

Tip Top Tag Sale is finalized

**New Business:**

- Discussed inviting the Select Board to have a meeting here at the library. Sue will facilitate.
  
- Fall Fundraising event on October 10. Brief updates:

- Jeff's will provide wine at cost. Gene is the Auctioneer again this year. We are including craft beer this year. Solicitation letters have gone out. Event advertising has started!
- Sonia presented the FPF, Facebook and website weekly messages.
- Will add the following advertising this year: Seven days, Burlington Free Press, State Events Calendars, Messenger, Courier, Vermont Library Association calendar. Also researching TV and radio event calendars.
- Posters will be available and expected to be posted starting September 15<sup>th</sup>.
- Need floral arrangements and food assistance.
- Will accept donation commitments up to September 25, 2015.

**Agenda for Next Meeting:**

**Continued planning and discussion on fundraising event: To bid or not to bid**

**Update on Select Board Invite**

**Next Meeting: Tuesday, September 15 @ 4:30**

**Adjourn (LF, SM) at 5:25 pm**