

Bent Northrop Memorial Library
Trustee Meeting Minutes
Draft
Tuesday, October 20, 2015

Present: Laura Fulwiler, Albert Tetreault, Susan Casavant-Magnan, Amanda Forbes, Sarah Montgomery, Kerry Lambert

Call to Order: 4:38 p.m.

Guests: Bridget Howrigan-Rivet

Agenda approved (SM, KL)

September meeting minutes approved (SM, KL)

Treasurer's Report:

Amanda reviewed monthly financials.

Transfer of funds will happen in November upon receipt of property tax payments and property reimbursement. Funds will be moved to operating CD to support operating expenses.

Friends of the Library surpassed fundraising budget goal of \$10,000 and provided the Library with a check for \$15,000. Thank you Friends!

85% of budgeted expenses spent so far on operating expenses.

Discussed Vermont Municipal Retirement program-this change will require us to budget for an increase in retirement contributions.

Librarian's Report:

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

Mr. K is back for afterschool programming.

Trunk or Treat is happening on Saturday at 5:00 p.m.

Looking to start a crafting evening for Adults on Thursdays, Starting on November 12.

International Games Day, Thursday, November 19th- Game Day for all ages!

Vermont humanities speaker-living history presentation of Dorothy Canfield Fisher tentatively scheduled for December.

Update on library staffing including the on boarding of a new substitute to cover staff absences.

Story about Mr. K and BNML in the County Courier.

Next art exhibit will include student art from school and will include an opening.

Attended Franklin County Librarians group meeting-Rise Vermont presented and would like to partner with libraries in the community to promote health and wellness within the community.

Old Business:

To Bid or Not to Bid event debrief-huge success!!!!

\$6300 net (\$4300 last year)

80 attendees this year up from 40 last year

100 items pledged up from 60 last year

Discussed opportunities for next year:

- Display for the artwork
- Expand live auction
- Sign in and donation needs some clarification as well as flow of traffic when people arrive.
- Discussed marketing the event
- Expanding volunteers
- Date for next year, Saturday, November 5th.

Susan will provide the To Bid or Not to Bid information to the Select Board.

Suzanne from Morgan Stanley will be joining us in December 15th present annual financial review and budget planning.

New Business:

Reviewed the Computer Use Policy.

Motion to approve policy as amended (AT, SM)

Bridget will attend the Trustee and Friends Conference this year on November 7.

Front Porch Forum Request for Donation-motion to donate to FPF approved (SM, KL).

Agenda for Next Meeting:

Update on Rise Vermont

Update on Trustee and Friends Conference

Motion to move to Executive Session @ 6:15 (LF, KL)

Motion to exit Executive Session @ 6:20 (SM, AT)

Next Meeting:

November 17, 2015 @ 4:30

Adjourn:

Motion to adjourn (SM, KL)

Meeting adjourned at 6:20