

Bent Northrop Memorial Library
Trustee Meeting Minutes
November 17, 2015
Draft

Present: Laura Fulwiler, Albert Tetrault, Susan Casavant Magnan, Kerry Lambert, Jennifer Archambault

Call to Order: 4:36 p.m.

Guests: Bridget Rivet Howrigan

October Minutes Approved (AT, SM)

Treasurer's Report:

Amanda was unable to attend-provided the financials with an email outlining key points.

Librarian's Report:

Sarah presented monthly update to the Board. Highlights include:

Programming:

100 kids at trunk or treat!!!

Hard Cider Making Workshop on Thursday November 19 @ 6 p.m.

International Games Day, Saturday, November 21 10-12

Living History of Dorothy Canfield Fisher, Thursday, Dec. 3 @ 6 p.m.

Sarah will be sending out a program interest survey for Adults.

Operational:

Book sale-ongoing and will be closing soon.

Discussed the question about library by-laws

Art show k-1-opening held last week on Thursday.

Rise VT-gave us 8 new pairs of snowshoes. Met with Jessica Frost, the focus is on Wellness as the library as an employer; however, she is going to meet with the Franklin County librarians to support some community wellness planning.

Discussed the opportunity and need to develop a job description for library staff.

Old Business:

Susan attended the November 9th meeting and reported on programming and updates.

New Business:

Bridget attended the Trustee and Friends Conference and provided an update to the Board.

Bridget was asked by Amy Howlett of the Vermont State Library to do a presentation on our Bid or Not to Bid fundraising event.

Take-Aways:

- Next year need to commit to sending two people to the conference.
- Create a fundraising strategy and stick with it.

- Keep previous board members engaged through “the friends”

Agenda for Next Meeting:

Morgan Stanley

History of Friends and Fundraising

Policy Review

Executive Session

Motion to go into Executive Session @ AT, SM

Motion to exit Executive Session @ 6:05 pm

Motion to make pay adjustment as discussed in Executive Session.

Motion made (SM, AT) and approved to finalize and approve market adjustments for salaries in FY 2016.

Next Meeting:

December 15, 2015 @ 4:30

Motion to adjourn (SM, AT)

Meeting adjourned at 6:11 p.m.