

Bent Northrop Memorial Library
164 Park Street, Fairfield, VT 05455
Trustee Meeting
Date: 5/18/23, 4:30pm

Call to Order: Melissa Southwick called the meeting to order at 4:35

Present: Melissa Southwick, Peter Burns, Susan Magnan, Samantha Thomas, Michele Feiner, Bridget Howrigan Rivet, Sarah Allerton, Cathy Ainsworth

Guests: David Poole via Zoom

Approval of Previous Meeting minutes: Motion to accept April 20, 2023 meeting minutes made by Susan and seconded by Peter. Michele abstained. Motion approved.

Treasurers' Report (10 minutes):

- Cathy is looking for a new insurance provider. Current rates are higher than desired. All else is on track
- Susan did take the oath of office

Librarian's Report (10 minutes):

1. Sidewalk update: was being repaired as we met
2. We are still struggling to get a quote on electric needs. Wendy is assisting with one last attempt before looking elsewhere
3. There is a good deal of May and Summer programming including the 1,000 Books program. See Librarian's Report for more details
4. BNML was gifted a Gail Salzman painting. Discussion ensued around insurance and liability. Sarah and Cathy are researching further and will report back

Friends Report (10 minutes):

1. Katherine Patterson will be at the library at 1:00 on Saturday
2. The To Bid event is beginning to gear up. The Theme will likely be around full moon and 35th anniversary
3. Friends have gifted 4 stackable lawn chairs

New Business:

1. David Poole shared current market health and details of BNML's status. In summary, BNML's profile is reported as healthy- 8.52% average return. "we are where we want to be."

Old Business (Follow-Ups and Action Item Update)

1. Facility Use Policy: liability section adjusted. Melissa made the motion to adopt the policy and Samantha seconded. Policy was signed.
 - At some point we need to identify a lawyer to review all of our documents. Jim Barlow was suggested: Jim@vtlocalgovlaw.com
 - suggested that as per this new policy we formally authorize the To Bid event at next meeting

2. New authorized agent for our investment policy, Melissa, was identified and documentation signed. Motion made by Susan and seconded by Michele to accept.
3. Remainder of session was spent working on and adjusting the MOU. Solid progress made. Refer to that document for updates

Executive Session (if needed): N/A

Agenda Items for Next Meeting:

- Authorize To Bid event

Adjourn: Melissa Southwick adjourned the meeting at 6:35

Next Meeting: June 15, 2023

Join Zoom Meeting:

<https://us02web.zoom.us/j/81343649772?pwd=US9SeFZKY1RXNit6bzFVMIF6V0RDUT09>

Meeting ID: 813 4364 9772

Passcode: 221504