

Bent Northrop Memorial Library
Trustee Meeting Minutes
April 18, 2017
Draft

Present: Susan Casavant Magan, Laura Fulwiler, Jennifer Archambault, Sarah Montgomery, Amanda Forbes

Call to Order: Laura called the meeting to order at 4:37 pm

Approval of March Minutes

Motion (SM, JRA)

Approved

Treasurer's Report:

Amanda presented the monthly financials and budget status report.

Owe the general fund for the loan-this will be paid once Amanda applies the tax contribution

We will need to transfer funds from Morgan Stanley

Grants received from United Way and Summer Reading-we budgeted for \$4500 and received \$5000.

Library expenses at 25% -exactly where we should be for the first quarter of the year.

Action items:

Amanda will follow up with John from Morgan Stanley related to transfer of funds.

Motion (SM, JRA)

Approved

Librarian's Report:

Sarah gave the trustees her monthly report. See attached for full report:

Finished up tinkering program last week;

Started paper mache' program for the Cinco De Mayo celebration;

Adult Programing: Food for thought, home brew program; essential oils;

Gave away 9 prom dresses through Cailey's Closet program;

Sign language club participation has been increasing;

Art Bop is happening Saturday (4/22 from 9-1)

Attended playgroup in Williston to get ideas for our group.

Trustee Vacancy

Susan has reached out one candidate who is interested.

In order to accommodate schedules, we would need to change the meeting date.

Amanda is not able to attend however, she will send her report to us in advance of the meeting and will make herself available should we need her to present at the meeting.

Action item:

Susan will make a formal offer to the candidate.

Policy Review

Motion to approve revised Service Policy and General Operation with discussed modifications (SM, JRA)

Approved

Next Meeting:

Please note the Library Trustee Meeting will change in May. Starting in May and going forward, the Trustees will meet on the third Thursday of each month. The next meeting will be held on May 18th, at 4:30 pm.

Adjourn: 5:25 p.m.