

**Bent Northrop Memorial Library
Trustee Meeting Minutes
May 19, 2022**

Call to Order: Michele Feiner called the meeting to order at 4:33 PM

Present: Samantha Thomas (Zoom), Sarah Allerton, Michele Feiner, Melissa Southwick, Peter Burns, Laura Fulwiler

Guests: Charon True - Friends of BNML

Approval of previous meeting minutes: Motion to accept 21 April 2022 regular monthly meeting minutes without amendments made by Laura Fulwiler and seconded by Samantha Thomas. All approved.

Motion to accept May 10, 2022 Post-mortgage endowment spending special meeting made by Peter Burns, seconded by Laura Fulwiler. All approved as amended. Amendments pertained to two spelling errors.

Treasurer's Report: General Ledger Library Fund Budget status report was reviewed. Schwab account monthly statement reviewed.

Librarian's Report: Sarah's presented the librarian's report. See the Librarian report attached.

Friend's Report:

1. Charon True presented draft of a Memorandum of Understanding between The Friends and the Library Director. Motion to approve deferred until next month.
2. The Friends made a generous donation of \$5,000 to the Library.
3. The library director will present a "wish list" to the Friends each year around Thanksgiving.

New Business:

1. Electrical work: Laura Fulwiler made the following motion: *The Library will accept a proposal for \$2525 from D.M.C. Electric. Work includes repair of three pendant lights, replacement of emergency light fixtures, replacement of flag light, repair of one troffer fixture, and repair ADA wall switch. Proposal line to repair all 27 troffer fixtures was not accepted.* Motion seconded by Michele Feiner. All approved.
2. Sidewalks and drainage: Sarah spoke with Town Highway foreman Mo regarding repair of library sidewalks. Mo encouraged the Library to take up the matter with the select board and kindly cleaned out three area drains along the front of the building. Sarah will pursue estimates for sidewalk and drainage repair.
3. Window cleaning: Samantha Thomas made a motion to accept a proposal for \$225 to clean all the windows and doors inside and out. Melissa Southwick seconded. All approved.

4. Melissa Southwick will send out a doodle poll to schedule a joint meeting between Friends and BNML Trustees to discuss the donation policy.
5. Peter Burns will email David Poole to invite him to attend next month's meeting via Zoom.
6. Michele Feiner will invite select board to attend next meeting.

Executive Session: None this month

Agenda for next meeting :

- (1) Sidewalk drainage issue
- (2) Financial policy

Adjourn: Motion to adjourn at 6:15 PM made by Laura Fulwiler and seconded by Samantha Thomas. All approved.

Next meeting: Thursday June 16, 2022 at 4:30PM