

**Bent Northrop Memorial Library  
Trustee Meeting Minutes  
July 15 2021**

**Call to Order:** Laura Fulwiler called to order at 4:30 PM

**Present:** Laura Fulwiler, Michele Feiner, Peter Burns, Bridget Howrigan Rivet. Remote: Samantha Thomas

**Guests:** David poole

**Approval of previous meeting minutes:** Motion to accept minutes as written from 17 June by Michele F. Seconded by Peter Burns. All approved.

**Treasurer's Report:** No report available this month.

**Librarian's Report:** See attached report. Many summer programs are scheduled!

**Friend's Report:** The Friend's received a \$1000 donation from an anonymous donor. The money will be awarded as a lottery prize. 100 tickets at \$25 each will be sold at the Bid Event. This year's Bid Event will not feature a "noisy" auction. The Friends to continue work on a history of donations made to the library through the Friends fundraising efforts, this will be a positive and impactful information sharing tool. The To Bid event planning is in full swing, Paint the Town Read will be the theme, and the use of the color red will be abundant.

**New Business:**

- (1) Endowment Investment update by David Poole of Thomas and Partners: The endowment continues to make a post-covid rebound. Portfolio allotment of stocks and bonds is well-positioned going forward.
- (2) Librarian Performance Review: Sarah has sent completed self-evaluation to Laura F. (right on schedule). Laura and Samatha will schedule a review with Sarah prior to the August meeting.

**Old Business:**

- (1) **Financial Policy-** Work on the Financial policy deferred until the August meeting.

**Agenda for next meeting**

- (1) **Librarian Performance Review**
- (2) **Library Staff Performance Review**
- (3) **Librarian prepare draft budget.**
- (4) **Bid Event Update and To-dos**
- (5) **Continued Financial Policy review**

**Adjourn:** Motion to adjourn at 6:15pm by Peter Burns and seconded by Michele F.

**Next meeting: Thursday August 19, 2021 at 4:30PM**

## **Librarian Report 7/15/21**

### **Current Operations Update:**

- Universal Guidance Encouraged for all sectors as of 6/15/21
  - No max capacity
  - Masks and Physical Distancing Encouraged if unvaccinated
  - All in person programs held outside
  - Continuing to offer children's "Grab and Go" craft kits using leftover kits from the past year and some pre-made kits we purchased with funds gifted to us from the Friends of BNML
  - Continuing to offer curbside service to anyone who prefers this method of borrowing

### **Programming Update:**

- Past Programs: Summer!
  - Playgroup, Wednesdays at 10am. Geared toward ages 0-5 along with their caregivers/ siblings
    - Good turnout for the first week! 12 kids plus their grown-ups attended.
  - 802 Reptiles (7/6)
    - 60+ attended.
  - Patio Adult Craft Night: Marbled Coasters (7/1)
    - 6 attended.
  - Kite making with Mr. K (7/13)
    - Attendance TBD
- Upcoming Programs -Summer!
  - Tuesday afternoon Family Fun - Mini Golf (7/20), Fairy House Building (7/27), a Painting Party (8/3), Obstacle Course Creation (8/10), and Bead Crafting (8/17)
  - Adult Craft Night on the Patio - 8/5
  - Summer Celebration with The Big Blue Trunk on 8/20

### **Other Updates:**

- Everyone coming into the library is so happy we are here, open, and offering programs!