

**Bent Northrop Memorial Library
Trustee Meeting Minutes
October 20, 2022**

Call to Order: Samantha Thomas called the meeting to order at 4:36 PM

Present: Sarah Allerton, Laura Fulwiler, Bridget Howrigan Rivet, Cathy Ainsworth, Samantha Thomas (Zoom) Melissa Southwick, Peter Burns

Guests: None

Approval of previous meeting minutes: Motion to accept September 15, 2022 regular monthly meeting minutes made by Laura Fulwiler and seconded by Peter Burns. Motion approved.

Approval of Special meeting minutes: Motion to accept October 5, 2022 special meeting minutes as amended, made by Laura Fulwiler and seconded by Melissa Southwick. Motion approved. Peter Burns will update the minutes as amended and resend.

Treasurer's Report: Cathy Ainsworth presented the General Ledger Library Fund Budget status report. Spending is on-track for the year.

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

Friend's Report:

1. Bid-or-not-to-Bid event planning continues.

New Business:

1. Sidewalk repair update: Peter will call another concrete contractor (contact from Sarah). Peter will call the four concrete contractors who did not respond with quotations.

2. Sarah's draft budget was reviewed. Health insurance premiums will increase 8% next year. Work on the budget continues.

3. Laura will respond to the Thomas Partner's email she received and ask if the email was erroneously sent. Laura should also confirm if Thomas Partners has Samantha and Michele on record as the Trustee co-chairs.

4. Financial policy: deferred until next month.

5. Donation and Gift Policy: Progress was made on this policy. Melissa to update the policy as discussed.

6. The Trustees have accepted the Select Board's invitation to attend the Tuesday October 11, 2022 select board meeting. The purpose will be to update the select board on library status and to discuss Town / Library relations. Meeting starts at 7:00 PM

Executive Session: Motion to enter executive session made by Laura Fulwiler, seconded by Peter Burns at 6:39 PM. Motion approved. Discussion: personnel issues. Executive session ended at 7:29 PM.

Agenda for next meeting :

- (1) Sidewalk drainage issue
- (2) Work on policies

Adjourn: Motion to adjourn at 7:30 PM made by Peter Burns. and seconded by Laura Fulwiler. Motion approved.

Next meeting: Thursday November 17, 2022 at 4:30PM