

Bent Northrop Memorial Library
Special Meeting Minutes
August 25, 2022

Call to Order: Michele Feiner called the meeting to order at 4:32 PM

Present: Sarah Allerton, Laura Fulwiler, Bridget Howrigan Rivet, Cathy Ainsworth, Michele Feiner, Melissa Southwick, Sara Tourville, Peter Burns

Guests: Gary Deziel, UVM Extension

Discussion Items:

- Gary emphasized, that the Trustees have a fiduciary responsibility to ensure that the library endowment continues to grow in value. Protection of the endowment ensures a source of revenue for perpetuity.
- The question of who is responsible for library maintenance is not easily answered. The building of a good working relationship between the Trustees and the Select Board is critical.
- Gary suggested that a memo of understanding between the Library and the Town be developed. This memo would define the financial relationship between the Town and Library, and perhaps, could establish a shared responsibility for library maintenance.
- Sara Tourville suggested that points of disagreement between the Town and Library could be resolved with the help of an informal facilitator- someone skilled in conflict resolution.
- Given the safety concerns about the settled sidewalks, all agreed that a plan for how to fund the repairs should be made very soon.
- Gary stressed the importance of a capital reserve fund. Various ways of funding were discussed including establishing a budget line item, or direct contributions from the endowment.
- The question: *Is the BNML library a municipal library?* was answered: Yes. Gary explained that a municipal library is established by approved article. Bridget confirmed that an article passed some years back.
- Gary asked if the Library collects their share of impact fees from zoning permits? All in attendance did not think such a system was in place in Fairfield.
- Peter Burns reminded the group that until recently the mortgage has been paid with a combination of dividends and with direct withdrawals from the endowment. It was only in 2020 that dividends alone covered the cost of the mortgage.

Motion: Peter Burns made a motion to transfer the budgeted but unused \$2500 Grant writer salary to the Town fund for grant writer use next year.

Discussion: Sarah Allerton suggested money be carried over as surplus and potentially used for other purposes. All agreed to defer decision until Sarah prepares her draft budget. Peter Burns retracted motion, Laura Fulwiler seconded. No vote.

Adjourn: Motion to adjourn at 6:10 PM made by Laura Fulwiler. and seconded by Melissa Southwick. Motion approved.