

**Bent Northrop Memorial Library**  
**Special Meeting Minutes**  
**October 6, 2022**

**Call to Order:** Melissa Southwick called the meeting to order at 5:03 PM

**Present:** Laura Fulwiler, Melissa Southwick, Sarah Allerton, Peter Burns

**Guests:** Friends of BNML: Bridget Howrigan Rivet, Charon True, Luann Ross

Melissa Southwick opened the meeting with two questions for discussion:

1. Shall donations to the BNML Library go to the Friends or go directly to BNML?
2. How are Friend's contributions channeled back to the library?

- There was discussion of a recent purchase request for a community room storage cabinet that was denied by the Friends. Bridget stated that they prefer that their gifts be used for things other than for operating costs and that money already given can be used if needed.
- The Trustees proposed that the Friends make an annual gift, of an agreed-upon amount. The library would then budget less for items funded by Friend's gifts, and budget more for operational costs instead. The Friend's were uncomfortable with making an annual gift commitment.
- Book and programming costs which may be needed to pay for unexpected expenses such as electrical repairs could be covered by Friends gifts.
- Giving donors the choice of donating to the Friends or directly to the Library was discussed. Bridget felt that this approach was too complicated and suggested that a clarified gift spending policy would be a better way to resolve the issue.
- The combined value of walk-in, anonymous, and web-site donations was estimated to be about \$1000 per year. After some discussion, the following idea was proposed: walk-in, anonymous, and web-site donations would continue to go directly to the Friends. But, the Friends would return these donations to the Library as gifts on a quarterly basis. These gifts would have no restrictions and could be spent on operating costs if need be. All agreed to this approach.
- Funds raised by the Friends (such as funds raised by the To-Bid event) would be gifted back to the Library at their discretion. Restricted (designated) gifts would go to the Friends and spent as designated by the donor.
- The Trustees communicated to the Friends that the current gift spending process is too "cumbersome", requiring too much of the director's time. The Friends agreed that the process should not be cumbersome - that was not the intent. The Library and the Friends will continue to work together to streamline and clarify the spending guidelines.

**Adjourn:** Motion to adjourn at 6:37 PM made by Laura Fulwiler and seconded by Melissa Southwick.  
Motion approved.

**Next regular meeting: Thursday October 20, 2022 at 4:30PM**