

MINUTES - Board of Trustees Meeting - BHML - December 8, 2021 Submitted by Weslea Sidon

1: Present, via Zoom: Amanda Crafts, Martha Donovan, Esther Jacobs, Rachel KohrmanRamos, Pete Madeira, Lisa Murray (Director), Art Paine, Kathie Pratt, Melissa Rice Schoon, Weslea Sidon
Not Present: Rick Smith

Meeting was called to order at, 5:06, by Rachel Kohrman Ramos

2: Move to approve minutes of 11/10/2021 were approved with abstention by Art Paine and Esther Jacobs (w/internet issues).

3: Director's Report: Submitted by Lisa Murray.

a. Highlights included:

Numbers are strong, close to 2019 even without events.

Amanda Crafts is in a Family Engagement Program, which is national and regional and seeks to engage families more with activities at libraries.

No change in Covid protocols

The mailing has raised \$6000 to date. Fundraising so far this year is up to \$14,000 (inc.).

Holiday Art and Craft sale going on now.

b. Discussion of pros and cons of a casual event for the Art Sale. Decided that if there is one, refreshments will be "to go."

c. The Board thanks Lisa for her excellent work on the annual appeal.

4. Treasurer's Report: Submitted by Pete Madeira

The spending /budget gap of the last few months is closing.

Budget for next year (2023) (see below).

5. Committee Reports:

a. Program: Kathie Pratt sends notes from the last meeting. There will continue to be no in-person events for now. The issues involved in preparing for in-person events when possible again were discussed. Story Time has been suspended for now. The Holiday/Seasonal Craft table in the children's area is self-guided.

Women's History Month Art Show theme was discussed.

Lisa Murray explained her desire to have an Educator Trip during Ruth Moore Days.

Art Paine suggested an event based on new books about Helen and Scott Nearing.

Discussion of people enjoying events on Zoom.

b. Finance/Funding and Budget: Budget information has to be sent to the Town by early January. The Town Manager has suggested that the across-the-board cost of living increase should be 5.9%.

Motion to approve budget of Fiscal Year 2023 by Rachel Kohrman Ramos, second by Art Paine. Approved unanimously.

c. Building and Grounds: Art Paine brought up the need to replace the fence that was removed, since abutting neighbors have requested the replacement. Recent estimate has been very high, but there have been no official quotes. The landscaping of the rear area of the building will also have to be addressed. The work order for the heat tape is now in. The heater in the bathroom is not working; Lisa will call an electrician.

All contributors to the building campaign will be publicly thanked. One of the major donors, Tim Gott, has not received his personal thank you, other than the tax letter. This may have been an unfortunate oversight that the trustees will correct.

6. Discussion Items:

- a. The Sub-Committee List is now finalized.
 - b. The draft of Protocols around volunteer vs trustee responsibilities are approved.
 - c. The draft of Protocols around trustee vs director responsibilities are approved. d.
- The drafts will be circulated among committee members for feedback.

Meeting adjourned at 7:13 PM.

Next Meeting: January 12, 2022. Approved Jan 12, 2022