

## Lanpher Memorial Library Trustee Meeting

April 13, 2021

*This meeting was held remotely by ZOOM.*

5:00 PM – 6:22 PM

**Board Members in Attendance:** *Chair: Fran Aronovici,, Treasurer: Jim Noyes, Sigh Searles, Emily Dearborn, Ken Geiersbach, Kim Puleio, Library Director: Amy Olsen, Secretary: Melanie Dickinson*

**Others in Attendance:** *Friends Liaison: Diane Szlachetka*

### **Added Agenda Items:**

- National Library Week

***The Board was in agreement for Jim to moderate all Trustee meetings.***

**Friends Report:** At this time, a Spring Cleaning Sweepstake Auction package is available to bid on until April 30<sup>th</sup>. The Little Free Library dedication will be held on May 1<sup>st</sup> at the Gihon Valley Hall. We appreciate the Friends and their efforts to fundraise during these challenging times.

**Secretary's Report:** Emily made the motion to accept the March 9, 2021 meeting minutes. Seconded by Fran. All in favor.

**Treasurer's Report:** Prior to the meeting Jim had sent out the treasurer reports to be reviewed by the Board members. He reported that the \$2000 CD will mature in May and will be added to the checking account. \$17,000 will then be set aside and available for community room funding.

**Librarian's Report:** A very informative report was presented by Amy. Community events are being planned with safety precautions in place. May 1<sup>st</sup> will be the dedication of the Little Free Library in Hyde Park village along with Wish Tree Day.

### **Business**

- **Spring Grounds Plan** – The committee will meet and present plans for this summer at the May meeting.
- **Board Positions Description** - The treasurer and secretary job descriptions are ready for approval. Sigh and Fran will meet and write a chair job description to be sent out before the May meeting for all to review.
- **Community Room Update** – Melanie had received word from Steven Martin that installation of sheet rock would begin in the next few weeks.
- **Capital Reserve Fund** – The committee presented an updated plan. They recommended that monies for the community room flooring should not be paid from the Capital Reserve Fund. After much discussion, Kim made the motion to revise last month's (March 9, 2021) motion to pay for the community room flooring from the checking account instead of using funds from the Capital Reserve. Ken seconded the motion. All in favor.
- **Library Director Process Review** - Sigh made the motion to table the review so that the committee could meet and present at the next meeting changes to the evaluation process. Ken seconded the motion. All in favor.

- **Formation of Committees** – Changes were made to some of the committee lists. Melanie will send out revised list with calendar commitment dates.
- **Annual MOU Review** – Sigh made the motion to accept the MOU for this year. Seconded by Fran. All in favor. The Friends will now review and accept.
- **Annual Award Nominations** - Amy will present the “Spirit of Community Awards” for 2020 and 2021 on May 1<sup>st</sup>. In the fall she would like to hold the dedication of the Marrion Hood Lanpher Library Legacy Award.
- **Strategic Plan** - At this time, Amy is considering consultants to guide the Board through the strategic plan process. Plans to begin this process (2022) will proceed when we can meet with other community groups safely.
- **National Library Week** - Amy thanked the Trustees for showing our appreciation of our library staff. We have received thank you notes from Amy, Christi and Ruth. We LOVE our librarians

**Adjournment:** Emily made the motion and seconded by Sigh to adjourn the meeting. All in favor. The meeting was adjourned at 6:22 PM.

**Next Meeting: Tuesday, May 11, 2021**

**Agenda Items for Next Meeting:**

- Spring Grounds Committee
- Board Position Descriptions
- Library Director Process Review