

## Lanpher Memorial Library Trustee Meeting

August 13, 2024

5:00 PM

**Board Members in Attendance:** Vice Chair: Ann Spearing, Jo-Anne Ring, Elliott Buelter, Treasurer: Jim Noyes, Secretary: Melanie Dickinson, Library Director: Amy Olsen

**Others in Attendance:** Rich Jacobs, Dan Regan

**Edward Jones Review with Rich Jacobs** – After review of the LML accounts with Edward Jones, Rich Jacobs recommended the Board to consider the following:

1. Franklin Investments – reallocate/rebalance
2. Exxon Mobil – lower account to \$100,000

The Board requested Rich to present different options and what effect they would have on present dividends and interests. At our September meeting, we will review and discuss if we will make any changes.

### **Added Agenda Items:**

- Executive Session for Trustee Vacancy

**Friends Report:** The Friends will meet next Wednesday, August 21. There will be a report at our September meeting.

**Secretary's Report:** The motion was made by Jo-Anne and seconded by Elliott to approve the July 9, 2024 meeting minutes. All in favor.

**Treasurer's Report:** Jim reported that he is waiting for the 2023-2024 fiscal end of the year report from Jen. Amy requested the purchase of a book cart for the children's room to supplement the Graphic Novel shelves. Jo-Anne made the motion to use the Kathy Geiersbach donations to purchase the \$614 book cart. Jim seconded the motion. All in favor.

**Librarian's Report:** Amy's very informative report included recent grants and donations and many planned events and programs. She also reported that she has been unsuccessful with the installation of the a/c upstairs. She has contacted Elisa Clancy about the grant for the Town and Library buildings which will include a heat-pump/mini-split system. Elisa is waiting to submit the grant application.

### **New Business:**

- **Introduction of Dan Regan** – Dan shared with the Board his background. We are pleased with his interest in becoming a Trustee.
- **Fiscal Year Ending Review** – Jim plans to present this at the September meeting.
- **Approve Annual Appeal Letter** – Jo-Anne presented the updated annual appeal letter. After discussion, Elliott made the motion to accept the annual appeal letter with

discussed changes. Jo-Anne seconded the motion. All in favor. Jo-Anne will make changes and send out the letter to be reviewed at the September meeting.

- **Book Donations/Book Sale** – Melanie reported that there will be a book donation drop-off on Friday, September 13<sup>th</sup> from 10 am to 12 pm and 4 pm to 6 pm. She will put up posters about the donation date and post on Front Porch Forum.
- **Hyde Park Home Day** – The Board discussed the need for tables for the book sale. We also need volunteers to carry boxes of books.
- **Executive Session** – Jo-Anne made the motion to enter executive session to discuss the trustee vacancy. Jim seconded the motion. All in favor.  
Jim made the motion to leave the executive session. Jo-Anne seconded the motion.
- **Trustee Vacancy Position** - Jo-Anne made the motion to appoint Dan Regan to fill the vacancy on the board until the March 2025 Town Meeting. Jim seconded the motion. All in favor.

**Adjournment:** Jo-Anne made the motion to adjourn the meeting. Seconded by Elliott. All in favor. Meeting adjourned at 6:45 PM.

**Agenda Items for Next Meeting:**

- **Budget Prep**
- **Reserve Fund Review**
- **Annual Library Insurance Update**
- **Candidates for Trustee Elected by Australian Ballot Discussion**
- **Home Day**
- **End of Fiscal Year 2023 – 2024 Review**
- **Rich Jacobs Financial Recommendations**

**Next Meeting: Tuesday, September 10, 2024**