

Lanpher Memorial Library Trustee Meeting

August 9,2022

5:00 PM

Board Members in Attendance: Chair: Kim Austin Puleio, Vice Chair: Ann Spearing, Treasurer: Jim Noyes, Fran Aronovici, Library Director: Amy Olsen, Secretary: Melanie Dickinson

Others in Attendance: Jo-Anne Ring

Added Agenda Items: Executive Session to Discuss Personnel

Friends Report: Next meeting will be in September.

Secretary's Report: Jim made the motion to approve the July 12,2022 meeting minutes. Motion was seconded by Ann. All in favor.

Treasurer's Report: Jim reported that he is receiving from Jen (financial manager) a register update of the library checking which includes bills paid, deposits, added interests, etc. He feels there is much better communication and is pleased with Jen's enthusiasm and commitment.

Librarian's Report: Amy shared with the Trustees a picture of the halfway finished Wind Phone. The State Librarian visited and toured the library with Amy. She took many pictures. Several upcoming events are planned. Amy is pleased with new staff schedule.

Old Business:

- *End of Year Fiscal Review* – Jim presented worksheets which summarized how we ended the 2021–2022 fiscal year. Grants, donations, and investment earnings have helped pay for unexpected bills. His report also reviewed what we budgeted for the 2022-2023 fiscal year. There is concern if we have budgeted enough for oil.

New Business:

- *Hyde Park Home Day* - Melanie reported that she has submitted a registration form to the HPCC for the book sale on Hyde Park Home Day. The book sale committee met and have decided to not accept donations this year. They need boxes for books.
- *Basement Inventory Committee Report* – Kim, Fran and Melanie met and inventoried the basement shelves. They will present at each meeting a list

of items to present to the Board to decide if we store/recycle/take elsewhere.

The following were considered:

1. Metal rods – Amy will send picture to Jo-Anne
2. Blueprints – Amy will get storage tubes/canisters. Jim will store.
3. Financial Reports – Amy will recycle except old ledger.
4. Secretary's Minutes – Kim and Melanie will examine and decide how to store.
5. Old fax paper rolls – Amy will use for children's supplies
6. Legal size envelopes with LML return address – Melanie will store for Amy in office.
7. Slate – (Gayle) Will determine how to use later.
8. Metal file box – Keep.

Executive Session

Jim made the motion to enter executive session to discuss personnel. Seconded by Kim. All in favor.

Jim made the motion to leave executive session. Seconded by Ann. All in favor.

No action was taken after executive session.

Adjournment: Kim made the motion to adjourn the meeting at 6:35 PM. Jim seconded the motion. All in favor.

Agenda Items for Next Meeting:

- Budget Prep
- Approve Annual Appeal Letter
- Capital Reserve Fund Review
- Basement Inventory Committee Report
- Hyde Park Home Day

Next Meeting: September 12, 2022