

## Lanpher Memorial Library Trustee Meeting

February 11, 2025

5:00 PM

**Board Members in Attendance:** Chair: Kim Austin Puleio, Vice Chair: Ann Spearing, Jo-Anne Ring, Dan Regan, Treasurer: Jim Noyes, Secretary: Melanie Dickinson, Library Director: Amy Olsen

**Friends Report:** Amy reported that the Friends will purchase all items on her recommended wish list. They continue to make plans for the Language of Flowers Garden Tour on July 26<sup>th</sup>.

**Secretary's Report:** Ann made the motion to accept the January 14, 2025 meeting minutes. Seconded by Dan. All in favor.

**Treasurer's Report:** Jim reported that we have not received the November Bliss Fund payment. The Village has the check and has not turned it over to the Library. Jen is also looking into why this is received by the Village and not the Library. Currently, the Bliss Fund is managed by Edward Jones and funds/checks are dispersed from the Union Bank. It was suggested that the Trustees review the language of the Bliss will.

**Librarian's Report:** Amy's report highlighted events and programs for the upcoming months. She also shared available grants and donations and how she will use them to benefit the community. The Board reviewed and discussed the January circulation statistics report.

### **Old Business:**

- Annual Appeal Update - There have been no more donations since the January meeting.

### **New Business:**

- **Review Reserve Fund and Goals** – Jim's informative report described what funds are available and what projects are planned for the upcoming year.
- **Review Job Descriptions** – Board members will continue to review the present job descriptions. At our April meeting we will discuss recommended changes.
- **Discuss Open Meeting Updates and Ethic** – All Board members are required to view training videos for Open Meeting Law and VT Code of Ethics.
- **Library Director Evaluation** – Kim has emailed assessment form to all Board members and Library Director, Amy. Each Board member will complete and submit a digital copy to all Board members (not to Amy) by February 25<sup>th</sup>.

### **Agenda Items for the Next Meeting**

- **Election of Officers**
- **Executive Session for Staff Evaluation**

**Adjourn:** Jo-Anne made the motion to adjourn the meeting. Seconded by Ann. All in favor. The LML meeting adjourned at 6:22 PM.

**Next Meeting: March 11, 2025**

