

Lanpher Memorial Library Trustee Meeting

October 8, 2024

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

Others in Attendance: Assistant Library Director: Ruth Hays

Friends Report: No report

Secretary's Report: Ann made the motion to approve the October 8, 2024 meeting minutes. Seconded by Jo-Anne. All in favor.

Treasurer's Report: The Board discussed and reviewed the many useful reports prepared by Jim. He is waiting for monthly reports from Jen.

Librarian's Report: The sprinkler heads have been replaced and all other work needed to pass inspection has been completed. Bournes performed the annual fireplace inspection. The library staff each wrote very informative reports of their ARSL conference experiences. They each shared ideas which they would like to be realized in the library. The Board was interested in the "Shushbooth" purpose. It was suggested that our staff produce a priority list of ideas which they would like to be implemented. As usual, Amy has planned events for the month of October for all ages.

Old Business:

- Budget Prep – Jim presented an updated budget from our last meeting discussions. After reviewing the proposed budget, Jo-Anne made the motion to accept the present 2025-2056 budget as discussed today with the provision of the line item for salary will be revisited in January for COLA updates. Dan seconded the motion. All in favor.
- Candidates for Trustees to be Elected by Australian Ballot – After much consideration, Ann moved to go forward to proceed to have library trustees listed on the ballot. Jo-Ann seconded the motion. All in favor. Amy will inform the Selectboard that we would like to be on the agenda for a meeting soon to present our proposal.

- Book Sale Report – Melanie reported that this year we made \$597. The donation day was successful. It was suggested that another year that the committee designate a publication date for non-fiction books which would be accepted for donation.

New Business:

- Reserve Fund Review – Jim reviewed and explained how the funds (donations) are itemized. Several projects which were to be completed are awaiting grant approval. Amy expressed her concern that she does not have a facility manager which she could rely on to research available contractors, set up bids and report to the Board. It was also suggested that we needed a Building Committee. The Reserve Fund committee presented a projection of projects to be completed throughout the next six years.
- Annual Appeal Update – Melanie thanked all for their diligence in folding and putting stickers on the annual appeal letters. There were some problems with the EDDM program for mailing, but the Post Office was helpful in assisting with this process. Currently, we have received 34 donations for \$3,561.62.

Adjournment: Jo-Anne made the motion to adjourn the meeting. Ann seconded the motion. All in favor. The meeting adjourned at 6:35 PM.

Agenda Items for Next Meeting:

- Staff Bonuses
- Budget Meeting with Select Board
- Holiday Get Together
- Policy Update

Next Meeting: Tuesday, November 12, 2024