

Lanpher Memorial Library Trustee Meeting

September 14,2021

5:00 PM

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

Added Agenda Items: Gift for Emily

Friends Report: Amy reported that the Friends with Orah Moore have organized an art sale in the library. Proceeds from the sale will be designated for the community room.

Secretary's Report: Kim made the motion to accept the August 10,2021 meeting minutes. Jim seconded the motion. All in favor.

Treasurer's Report: The Board reviewed and discussed the monthly treasurer's reports.

Librarian's Report: Amy's report included upcoming programs and events for the month of September and an update for the awning project.

Old Business:

- **Trustee Position Discussion** - The committee is developing a process for selecting new Board members. A form or outline is to be developed for interested candidates to complete which will describe their backgrounds such as: experiences, interests and involvement with the library. The committee will present at the October meeting the process and what candidates are being considered.
- **Annual Appeal Committee Update** – Kim made the motion to accept the annual appeal letter written by Ken. Fran seconded the motion. All in favor. The letters will be sent out during the first two weeks of October.
- **Capital Reserve Fund Review** – Kim and Jim presented changes and updates to the capital reserve fund. Amy will investigate the cost for installing air conditioning for the upper and lower levels of the library.
- **Annual Library Insurance Review** – The contents of the library have not been evaluated for insurance purposes for many years. Amy will investigate who would do this and what would be the cost.

New Business:

- **Hot Water Heater Discussion** – At this time we are waiting for County Plumbing to present an estimate for a new tank, a pressure reducer, a “flood stop”, and a catch pan.
- **Gift for Emily** – It was decided to present Emily with a framed picture of the library with the signatures of the Board members. Fran will get the photograph and frame for all to sign.

- **Budget (2022- 2023) Preparation** – Jim presented to the Board a worksheet with 2021 – 2022 budget figures and expenditures. From this information, the Board began to discuss any line item amounts which needed to be changed for the 2022 – 2023 fiscal year. It was decided to add landscaping to building maintenance. The salary committee will present their recommendations for next year’s budget at the October meeting. We will continue to work on the budget to be presented to the Selectboard at their November meeting.

Agenda Items for the October Meeting

- Continue Budget (2021 – 2022) Preparation
- Marrion Hood Lanpher Library Legacy Award

Adjournment: Sigh made the motion to adjourn the meeting at 6:50 PM. Seconded by Fran. All in favor.

Next Meeting: October 12, 2021