

DRML BOARD OF TRUSTEES
MINUTES
May 15, 2025

Present: Linda Almy, Underhill; Pegs Gibson, Underhill; Eric Gildermeister, Underhill; Holly Hall, Library Director; Wayne Howe, Jericho; Nancy Karlson, Jericho; Sven Lindholm, Jericho; Sharon Lockwood, Jericho; Barbara Yerrick, Underhill (remote)

Call to Order - The Meeting was called to order at 7:07 PM by Sven

Agenda Adjustments – Add an Executive Session under the Personnel section, the Collection Policy is not yet ready for review

Comments from the Public - None

Policy Review:

- We will review the Collections Development Policy at the next meeting

Old Business - None

New Business - None

Treasurer's Report:

- Sharon presented the current DRML Profit & Loss Budget vs. Actual report for July 2024 through June 2025
- A new bank account has been opened to receive funds for the building expansion or renovation
- Sharon will work with the bookkeeper to figure out a glitch with Quick Books
- Discussed the need for another audit consultation and possibly a full audit

Secretary's Report:

- Sharon moved to accept the Minutes from the April Trustee meeting and Eric seconded. Passed.

Director's Report:

- Holly discussed the request from Bolton Library to add DRML to their non-resident card list in their policy book so that Bolton residents can use physical items in the DRML collection; Bolton residents would not have access to online resources. The trustees agreed to be listed upon the recommendation of the director.
- Holly is reviewing our ethics policy re compliance with state law.
- We may postpone carpet tile replacement

Committee Reports:

- **Fund Raising**
 - It was relayed that Irene checked the conditions in the Red Barn, reported that

inventory is low and that windows are intact.

- **Personnel**

- Wayne moved that we enter Executive Session to discuss contracts, Barbara seconded, and the motion passed. Executive Session entered at 7:56 PM
- Barbare moved that we leave Executive Session, Wayne seconded, and the motion passed. Executive Session ended at 8:29 PM

- **Capital Planning** - none

- **Building**

- Nancy created a checklist for use during our review of the RFP responses, updated the project schedule, and provided copies of each
- Nancy requested that we please review the RFP packages prior to our meeting on Wednesday, May 21 and that we review the websites for responding firms.
- The expansion sub-committee will meet Tuesday at 10 AM at DRML to review RFP responses

Adjournment:

Wayne moved to adjourn the meeting, seconded by Nancy, passed. Sven adjourned the meeting at 8:48 PM