

**DRML BOARD OF TRUSTEES  
MINUTES**

July 15, 2021

**Attending:** Sharon Lockwood, Jericho; Bill McMains, Jericho; Connell Gallagher, Underhill; Carolyn Greene, Underhill, Vice-chairperson, facilitated this meeting; Barbara Yerrick, Underhill; Holly Hall, Director; Nicole Gruet-Matthews, new board member applicant

**Call to Order:** Carolyn called the hybrid meeting to order at 7:03 pm.

**Comments from the Public:** Nicole Gruet-Matthews introduced herself and stated she was attending the meeting because she was interested in joining the Board as an Underhill representative.

**Agenda Adjustments:**

New Business: Review committees and projects and membership of each.

New Business: Garden party.

**Policy Review:** There were no policy reviews.

**Old Business:**

Annual Fundraising Letter: The draft letter was presented to the Board by Bill. After suggested changes, **Sharon moved and Barbara seconded the Annual Fundraising Letter as amended be adopted. The motion passed.**

Remittance Envelope: Holly and the Board reviewed suggested changes to the remittance envelope accompanying the Annual Fundraising Letter. The check boxes were eliminated and a line inserted for the amount donated. Other edits were suggested. **Connie moved and Sharon seconded that the remittance envelopes be updated as discussed by the Board. The motion passed.** Holly will follow-up making the changes to the envelope for 2021.

**New Business:**

New Board member: Nicole presented her interest in joining the Board as an Underhill representative. After discussion and mutual questioning **Bill moved and Barbara seconded that Nicole Gruet-Matthews be appointed as a Board member from Underhill. The motion passed.** Welcome Nicole. We all look forward to working with you.

Committees and Projects membership: The Board reviewed the prior committees and projects, retiring some and retaining others. The committees and project and their membership are as follows:

Committees

Personnel – Carolyn and Bill

Fundraising – Connie and Sharon

Capital Improvements – Bill, Barbara and Nicole  
Book Barn – Committee of the whole Board with Barbara chairing  
Technology – Sharon and Carolyn. There was discussion with no decision about making this part of the Capital Improvements Committee.

#### Project

Only one project was identified, The Deborah Rawson Lecture Series. Connie and Carolyn are on this project group.

Garden Party: Connie reviewed the history of the Garden Party that occurs each summer to honor the Master Gardeners who maintain our gardens and as a fundraiser. Each year a noted author is identified and volunteers read from their works. This year Thornton Burgess will be honored. The event is tentatively scheduled for August 22 from 2-3:30 pm in the gardens beside the library. The Board members bring desserts.

**Secretary's Report:** Bill presented the June Board of Trustees minutes for approval. After suggested changes **Barbara moved and Connie seconded that the June minutes of the Board of Trustees be adopted as amended. The motion passed.**

**Director's Report:** Holly sent a written report by email prior to this meeting. The library has reopened for in-person browsing and there has been a significant increase in library visits compared to when appointments were required. Masks are required for all people while in the building. There has been broad willingness to comply with this requirement among the public.

#### **Committee Reports:**

Fundraising: Connie will set up a meeting of this committee which has been on hiatus during the pandemic. Connie reviewed the many fundraising activities the committee has sponsored in the past.

Book Barn: Barbara reviewed the upcoming schedule and coverage for the various events. She will send the final dates and volunteers out under separate email to the Board.

**Adjournment:** **Connie moved and Sharon seconded that the meeting be adjourned. The motion passed.** Carolyn adjourned the meeting at 8:37 pm

Respectfully submitted,  
Bill McMains  
Secretary

