

**DRML BOARD OF TRUSTEES  
MINUTES**

October 21, 2021

**Attending:** Sven Lindholm, Jericho, chair; Sharon Lockwood, Jericho; Bill McMains, Jericho; Connell Gallagher, Underhill; Carolyn Greene, Underhill; Nicole Gruet-Matthews, Underhill; Barbara Yerrick, Underhill; Holly Hall, Director

**Call to Order:** Sven called the meeting to order at 7:02 pm.

**Comments from the Public:** There were no comments from the public.

**Agenda Adjustments:** New Business: The Rawson Lecture

**Policy Review:** There were no policies reviewed. Next month the Personnel Policy will be presented for review.

**Old Business:** Book Barn: Sven thanked the members of the board for their help making this a success again this year. \$1,206.50 was realized. There was discussion about changing the hours next year since Friday was heavily attended and Sunday was lightly attended. Several options were discussed. A final decision was tabled for a future Board meeting.

**New Business:**

Capital Investment Grant: Holly presented the initial list of questions needed to start the grant writing and submission process. This initial document has 87 questions as part of a multi-part and complex process. While the majority of the Board was interested and willing to participate in the grant development process, it was decided a small group be formed to prepare the response process for this first step. Holly, Abbey, Sharon and Barbara with supports from Nicole will constitute the small group.

Draft Town Apportionment Letter: Sven shared a draft of a letter to the two towns of Underhill and Jericho outlining the plan for the change of reapportionment percentages between them. This was requested by the town of Underhill last year but was made too late to act on. DRML is suggesting the reapportionment percent to the two towns be changed from 60% for Jericho and 40% for Underhill to 62% for Jericho and 38% for Underhill. These new percentages are based on the 2020 census. The discussion by the Board was supportive of the letters.

Rawson Lecture: Carolyn has discussed the availability of David Hathaway, chairperson of the Outings Committee of the Green Mountain Club, about availability to give this lecture. He agreed to give the lecture and Carolyn will communicate the Board appreciation and ask dates he would be available.

**Secretary's Report:**

Review of the Draft September Minutes: The Board reviewed and proposed amendments to the September 2021 minutes. **Barbara moved and Carolyn seconded that the September 2021 minutes be approved as amended. The motion passed.**

Thank You Notes: Holly passed out material to the members of the board to write thank you's to donors' responding to the Annual Letter. Please send them out within a week.

**Treasurer's Report:** Barbara, the library Treasurer, presented the draft Proposed Budget for Fiscal Year 22/23. After discussion and adjustments, **Nicole moved and Connie seconded that the draft Proposed Budget for Fiscal Year 22/23 be approved for \$352,876.27. The motion passed.**

**Director's Report:** Holly emailed the complete report to the Board prior to the meeting. There are a number of issues needing attention for the library physical environment. The Capital Improvement Committee offered to convene to help address these multiple issues. The committee is composed of Bill, Sharon and Barbara. Bill will coordinate a time and date that everyone can meet with Holly in the near future.

**Committee Reports:**

Fundraising Committee: Connie and Sharon presented a written report addressing three major activities, Monthly Silent Auction, November Baskets, and Wine and Dessert Night, the committee sponsors each year. Since the monthly auction requires a lot of work with small return it was decided to do an annual auction in 2023 in place of the monthly effort. There were many ideas about ways to enhance this annual event. The committee will take the ideas in consideration as plans are made for the auction. Ten baskets are needed for the November auction. There are 14 baskets currently being planned or committed to. There was discussion of the Wine and Dessert event and about the potential implications of the COVID restrictions for this event. The wine supplier, Dave Osborne, has agreed to donate the wines again this year. Thank you, Dave for this generous contribution each year.

Technology: The Technology Committee had presented a Strategic Technology Plan to the Board last month, which was approved as written. The committee had nothing further to add this month.

**Adjournment:** **Carolyn moved and Bill seconded that the meeting be adjourned. The motion passed.** Sven adjourned the meeting at 9:16 pm.

Respectfully submitted,  
Bill McMains  
Secretary

