

DRAFT DRML BOARD OF TRUSTEES

MINUTES

December 15, 2022

Attending:

Bill McMains, Jericho; Carolyn Greene, Underhill; Barbara Yerrick, Underhill; Holly Hall, Director; Ellen Arrowsmith (Remote), Underhill; Sharon Lockwood, Jericho; Sven Lindholm, Jericho; Connie Gallagher, Underhill

Call to Order:

The meeting was called to order by Sven at **7:02 PM**

Comments from the Public

Lovely long note from a patron and thank you note from staff shared.

Agenda Adjustments

Strategic Plan added to Committee reports

Policy Review

None

New Business

- **Bank Account**
 - Sharon shared Restricted Funds documents and clarified balances. Discussion about Capital Improvements Reserve Fund and reached agreement this fund should be moved to a separate savings account. **Motion** by Nancy to open a new savings account for the Capital Improvements Reserve Fund, **second** by Connie. The motion **passed**.

Old Business

- **Annual Meeting Prep**
 - Dan Manz has agreed to be the moderator for the meeting. Agenda reviewed. It will be an in-person meeting this year.
- **Post Warnings**
 - Warnings have been posted. Annual report will come out soon

Secretary's Report

- **Motion** was made by Connie to accept the November minutes as amended, **second** by Ellen. The motion **passed**.

Director's Report

- Holiday hours reviewed by Holly. The Library will be closed on New Year's Eve, in addition to Christmas Eve, Christmas Day, and the day after Christmas.
- STEM kit example shared. They have become very popular after being displayed in the "fishbowl" area of the Library. Games for preschool aged children are now available for lending.
- Estimates expected soon for heating/air conditioning system replacement for the Underhill ARPA grant application.
- Friends Group is going to purchase moveable shelves for the Children's area.

Committee Reports

- **Fundraising**
 - Basket Raffle Had 14 baskets. Made \$800 dollars.
 - Wine and Dessert social discussion. Would like to have it in March as we used to. A Silent Auction will be included again. The Fundraising Committee will meet to look at dates and times and report back in February. Trustees will start seeking items.
- **Capital Planning**
 - None
- **Personnel**
 - Carolyn and Bill will do Holly's evaluation.
- **Strategic Plan Implementation**
 - The Implementation Team is working on goals and baselines. Outcomes will be set once baselines are set. The Staff is currently working to get programs and events back to pre-Covid levels. They are also working on increasing adult/evening programs, having local presenters, and local history programs.

Adjournment:

Motion to adjourn was made by Ellen and **Seconded** by Connie. The motion **passed**. The meeting was adjourned by Sven at **8:16 PM**.