

DRML BOARD OF TRUSTEES

MINUTES

November 17, 2022

Attending:

Bill McMains, Jericho; Carolyn Greene, Underhill; Barbara Yerrick, Underhill; Holly Hall, Director; Ellen Arrowsmith, Underhill; Sharon Lockwood, Jericho; Sven Lindholm, Jericho

Call to Order:

The meeting was called to order by Sven at **7:07 PM**

Comments from the Public

Holly shared a lovely letter received with a donation.

Agenda Adjustments

Strategic Plan under Old Business.

Policy Review

None

Old Business

- **Finalize Budget**
 - Sharon distributed the budget that was shared with the towns. No comments were received from either town.
 - **Motion** by Sharon to accept 23-24 proposed budget of \$359,330. **Second** by Ellen. The motion was **Passed**.
- **Strategic Plan Implementation**
 - The need for baselines was discussed. Holly suggests looking at 2019 (pre Covid) utilization numbers that are collected for state reporting for programs and technology. The implementation team will keep track of new technology added and track utilization (i.e. improve Wifi and set up a tracking system.)
 - Holly will provide a list of projects and purchases on the wish list.
 - Need % increase as a goal.
 - The implementation plan and measurement tools will continue to evolve.

New Business

- **How to Sign Official Warning**
 - The Warning was passed around and signed by those present. Those who are not present will need to stop by to sign the Warning.
- **Establish Annual Meeting protocol**
 - Articles I - V as in past Annual Meetings.
 - Sven will invite Dan Manz to be the moderator for the meeting.
 - The Annual Meeting will be held on the 3rd Thursday of January (1/19/2023).
- **Re/Election of Board members**
 - Will need another Jericho member (full 4 year term) to get on the ballot for Town Meeting.

- Barbara needs to get on the ballot for Town Meeting.

Secretary's Report

- **Motion** was made by Carolyn to accept the September minutes as amended, **second** by Bill. The motion **passed**.
- **Motion** was made by Barbara to accept the October minutes as amended, **second** by Ellen. The motion **passed**.

Director's Report

- Holly reviewed what she requested from the ARPA grant from Underhill.

Committee Reports

- **Fundraising**
 - Baskets are getting lots of traffic and ticket purchases.
 - There was a brief discussion of Wine and Dessert/Silent Auction date. No decisions were made.
- **Capital Planning**
 - None
- **Personnel**
 - None

Adjournment:

Motion to adjourn was made by Sven and **Seconded** by Sharon. The motion **passed**. The meeting was adjourned by Sven at **8:27 PM**.