

DRAFT DRML BOARD OF TRUSTEES

MINUTES

February 16, 2023

Attending:

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

Call to Order:

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

Comments from the Public

None

Agenda Adjustments

Executive Session for Personnel Matters needed.

Policy Review

- **Financial Policy**
 - There was a review and discussion of current Financial Policy, last updated on 12/18/2008. The Treasurer and Director will update the Financial Policy and work with the Bookkeeper to write procedures.

Old Business

None

New Business

None

Secretary's Report

- **Motion** was made by Connie to accept the December minutes as amended, **second** by Bill. The motion **passed**.
- **Motion** was made by Carolyn to accept the January Annual Meeting minutes as amended, **second** by Ellen. The motion **passed**.

Treasurer's Report

- The new Profit and Loss vs. Actual Report is much more clear and was reviewed for Year-to-Date status.

- The Balance Sheet was also reviewed. The Treasure and Bookkeeper have some questions for a CPA on how to handle depreciation and D.B.Rawson endowment fund.
- We are in good shape financially.

Director's Report

- Maggie handed in her resignation so we'll be looking for a replacement. The position has a very flexible schedule for 15 hours per week.

Committee Reports

- **Fundraising**
 - Wine and Dessert Social was discussed. It will be held on April 1st from 7:00 to 9:00 PM at the Community Center in Jericho. There will also be a Silent Auction. The committee encourages Board members to get their donations and associated information to Holly but the end of February so they can be displayed and bid on in the library before the event on April 1st.

Motion was made by Sharon that the Board go into executive session with Holly present, **second** by Carolyn The motion **passed**.

Motion was made by Bill to end the executive session, **second** by Connie The motion **passed**.

- **Strategic Plan Implementation**
 - Bill presented work he and Holly did to begin defining measures to be used for tracking the outcomes selected for the strategic plan. Pre-Covid data points will be used as baselines and in cases where there are no baselines a plan to identify them will be initiated.

Adjournment:

Motion to adjourn was made by Bill and **Seconded** by Connie. The motion **passed**. The meeting was adjourned by Sven at **8:45PM**.