

# DRAFT DRML BOARD OF TRUSTEES MINUTES

May 18, 2023

## Attending:

Bill McMains, Jericho; Carolyn Greene, Underhill; Barbara Yerrick, Underhill; Holly Hall, Director; Irene Bihun, Jericho; Sven Lindholm, Jericho; Connie Gallagher, Underhill; Nancy Karlson, Jericho

## Call to Order:

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

## Comments from the Public

None

## Agenda Adjustments

None

## Policy Review

- **Financial Policy**

- The newly revised Financial Policy was reviewed. Changes agreed on by the Board:
  - JULD will be used throughout when referring to the Library.
  - All regular meetings will be referred to as “monthly meetings.” All references to Excel will be changed to Spreadsheet.
  - Numbering of sections will be edited for consistency.
  - 4.2.3
    - remove “in the excel file.”
    - Change wording to “Fixed assets donated to the JULD, such as computers given by the Friends, shall also be tracked.
  - 4.4.1
    - will be reworded to delineate cash from non-cash donations.
  - 4.5.1
    - Delete the first sentence and move “beginning in 2024.”
  - 4.5.6
    - Last point to be removed and put in the procedures.
  - Sven will submit a draft incorporating the changes above for review by the Board.

## Old Business

- **Strategic Planning**

- Holly went to the VLA Annual Conference. She shared a Programming Audit case study presented by the Ilsley Public Library that will enable us to plan our own once our Program Assistant settles in.
- Hoopla has been purchased as one way to address the Technology goal of plan. It will take some time to “get to know” the program and set user parameters that will serve the interest of all patrons.

## **New Business**

- **Staff Appreciation**
  - Planning for a staff appreciation event will start in June.

## **Secretary's Report**

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

## **Director's Report**

Holly received a quote for interior painting and it is within our budget. Work to be scheduled.

## **Committee Reports**

- **Fundraising**  
No update or activity until fall.  
Barbara will provide a proposed Book Barn schedule for the next meeting.
- **Personnel**  
Board members will create a short bio with a picture before the next meeting. This will help staff and patrons get to know a bit more about the Trustees.
- **Capital**  
No report.

## **Adjournment:**

**Motion** to adjourn was made by Carolyn, second by Barbara. The motion **passed**. The meeting was adjourned by Sven at **8:08 PM**.