

DRML BOARD OF TRUSTEES MINUTES

July 20, 2023

Attending:

Bill McMains, Jericho; Carolyn Greene, Underhill; Holly Hall, Director; Irene Bihun, Jericho; Sven Lindholm, Jericho; Nancy Karlson, Jericho; Sharon Lockwood, Jericho; Ellen Arrowsmith (remote), Underhill.

Call to Order:

The meeting was called to order by Sven at **7:05 PM**

Comments from the Public

None

Agenda Adjustments

None

Policy Review

- **Bulletin Board**
 - The updated Bulletin Board Policy was reviewed and changes clarified. **Motion** made by Bill to accept the revised policy as amended and **Seconded** by Nancy. The motion **passed**.
- **Soliciting and Petitioning**
 - The updated Bulletin Board Soliciting and Petitioning Policy was reviewed and changes clarified. **Motion** made by Sharpn to accept the revised policy as amended and **Seconded** by Connie. The motion **passed**.

Old Business

- **Strategic Planning**
 - The staff is letting people know about Hoopla and there are Roku issues. There are also device issues being discovered with Hoopla which has proved to be disappointing thus far. Holly is reporting issues to Hoopla and getting some fixes, but often the response is slow.
- **Capital Planning**
 - The question of Board commitment to expansion, even if we don't get the state ARPA grant, was raised. There is general agreement that, based on our strategic plan, we should move forward and that this will involve the entire Board. The next steps were outlined:
 - Revisit and revise our Wish List
 - Define principles that guide prioritization.
 - Review strategic plan for input prioritization.
 - Prioritize Wish List
- **Annual Fundraising Letter**

- Draft will be provided prior to the next meeting for review.

New Business

- None

Secretary's Report

- **Motion** was made by Carolynne to accept the June minutes as amended, **second** by Sharon. The motion **passed**.

Director's Report

We have ARPA money from towns and Holly will contact AVONDA to get the HVAC project started.

Committee Reports

- **Fundraising**
 - Farmer's Market sale
 - Took in \$205 in July
 - August 17 Sale
 - It was decided to offer a "buy one bag at \$5 and get one free" to help move the current inventory.
 - Barbara will update the FPF posting language to include this information.
 - FPF posting on Sunday, August 13 and Wednesday, August 16th
 - Barbara - Underhill
 - Sven - Jericho
 - Connie and Sven - early 2:45 - 4:45
 - Ellen and Sven - Late 4:45 - 6:30
 - Donation days; Sept. 2 and 9. (9:00 - 12:00) 3 Boxes
 - Final details; Sept. 16
 - Early Bird sale; Sept. 22.
 - Sale; Sept. 23 and 24.
- **Personnel**
 - **Staff Appreciation - next week**
 - Cards need to be delivered to Holly by Monday.
 - Nancy sign - Staff appreciation week.
 - Nancy and Sharon - balloons and breakfast on Tuesday
 - Flowers - Barbara - Wednesday
 - Pizza and chocolates - Thursday Connie and Irene
 - Water bottles on Friday - Ellen
- **Capital Planning**
No report

Adjournment:

Motion to adjourn was made by Carolyn, **second** by Bill. The motion **passed**. The meeting was adjourned by Sven at **8:12 PM**.