

**DRML BOARD OF TRUSTEES
MINUTES**

September 21, 2023

Attending: Sven Lindholm, Jericho, chair; Sharon Lockwood, Jericho; Bill McMains, Jericho; Irene Bihun, Jericho; Nancy Karlson, Jericho; Connell Gallagher, Underhill; Carolyn Greene, Underhill; Ellen Arrowsmith, Underhill; Holly Hall, Director

Call to Order: Sven called the meeting to order at 7:06 pm

Comments from the Public: Rick Hodgson from Avonda Air Systems attended in order to discuss their updated proposal options to upgrade the library HVAC. The options started with basic parts replacements and increased in added features up to a fully electrified system. After much discussion he recommended the Board meet with Green Mountain Power Account Manager, Efficiency Vermont for their advice on phase in plans and options for financial supports. Rick said he would be willing to collaborate with the account managers. He also pointed out there would be added costs such as engineers, architects and state permits. The Board decided to also contact the Energy Task Forces of both Jericho and Underhill. Bill will contact the Jericho Energy Task Force, Ellen will call GMP for the name of a contact person, Sharon will contact Efficiency Vermont and Holly will get Rick information digitally.

Agenda Adjustments: There were no agenda adjustments.

Policy Review: There were no policies reviewed.

Old Business:

Strategic Plan- The Strategic Plan was approved one year ago at the September board meeting. It was decided to review the goals and progress to date at the board meetings in November and December. Bill and Carolyn will send information including the goals and data to be collected to assess progress to board members prior to the November meeting.

Annual Appeal Letter- The last draft of the letter was accepted by the Board with the request that it be modified to fit the library stationary. Sven will modify it and send it to the Board for comment by Wednesday, September 27.

New Business: There was no new business to review.

Secretary's Report: The August meeting was reviewed and Nancy moved to accept the minutes as amended, Sharon seconded and the motion passed.

Treasurer's Report: The proposed draft budget for July, 2024 through June, 2025 will be presented by Sharon at the October meeting. Today's discussion is to hear budget requests

from Holly to be included in development of the proposed draft budget. Holly requested the staff compensation follow the recommendations of the Department of Libraries. Holly also requested increased funds for materials and programs.

Director's Report: Circulation is significantly up from last month.

Committee Reports:

Fundraising- The basket raffle will be in November. A minimum of 10 baskets are needed. Please avoid food items that can spoil. Several board members volunteered to make a basket. Baskets should be submitted by the last week of October.

Personnel- The committee will clarify differences between hourly and salaried workers for the October meeting of the Board. Also, Carolyn, Ellen, Donna and Bill are working on a volunteer appreciation event to be held October 13 at 6:30 at the library. Board members are requested to bring finger foods.

Capital Planning- The report was postponed until the October meeting.

Adjournment: Carolyn moved and Sharon seconded for adjournment of the meeting. Sven adjourned the meeting at 8:36 pm.

Submitted by
Bill McMains