

**Pope Memorial Library
Board of Trustees
Meeting Minutes
8/08/2022**

The meeting, via Zoom, was called to order at 6:04pm.

Attendees: Nick Flanders, Kim Prior, Gail Calkins, Judi McAlenney, John Blackmore, Bruce Palmer

Absent: Liz Prohaska

Others present: Shara McCaffrey, library director

Agenda

1. Call to Order

2. Secretary's report

Minutes of the last meeting on 6/28/2002 were approved.

3. Treasurer's/Bookkeeper's report

Financial position and reports for June and July:

Revenue is getting better. Spirits helped! Along with the Guil Kitchel memorial.

Profit/Loss report is skewed by 16K. Maybe note these as unrealized losses in the report. Or unrealized gains to keep as a positive twist. John will resend the report. Diane and Shara will update the missing grants.

Nick F moves to accept, with the changes, and Gail C seconds on the June report.

Nick F and Gail C do the same for the July report.

Budget adjustments:

Need to double check the approved budget has the changes we wanted. Shara asked about an offset from an AARPA grant for about \$3000 received in December that we've used this year. It was confirmed in the budget, so disregard. Where is the grant that covers the courier service for around \$1000. Summer reading grant for \$300 isn't in the report? The budget will be monitored month by month to see how on track we are with following it. Maybe John can report on operations next month.

4. Facilities/Building report

Sidewalk to be done by Larry Rossi -- \$1,000 estimate Status? What is Larry's schedule? Bruce will give Larry a call to get him schedules.

Flagpole -- nothing new: New talk about a solution. Dave Hare called to ask about the flagpole. Methodist church is using a bucket type lift in the fall for their steeple and

can check if we're able to share the usage when that occurs. Someone will reach out to Toby B.

CC Basement -- Status? Grant? Maybe delay until we can try and get grant money? What can we do in the interim? Shara thinks the chairs in the basement should be tossed. They are smelling musty. Getting a dehumidifier or two will help.

Sewer Line repairs. Hopefully no charge on the excavation.

5. Director's Report: Shara placed a bench in a potential location, and noticed someone was already sitting in it.

Nick F and Gail C move and second to approve this spot. Motion carries.

6. Fundraising Committee

Spirits debriefing: \$6636 profit. Increase in sponsor money. Used square for payments which was a benefit! \$700 in online ticket sales was promising. Could do this for annual appeal too?! The board recognizes all the effort Liz P put into organizing this event!

Ice Cream Booth report. Actually made some money. Not sure of all the expenses yet. Still unsure how the freezers were unplugged and melted all the ice cream. Kim plans to donate what she purchased. At the end of the night, there was not much ice cream left. Booth made \$1168 for the day. We will ask insurance if there is some sort of supplemental coverage for damaged freezers.

Autumn on the Green planning: Book sale will be happening during this event. Shara wonders if we should have a booth, something easy that people can donate towards. More details after fundraising committee mtg next week.

7. Old Business

Trustee recruitment: Nothing new to report

Trustee Book/Policies Status report: Start with a basic rewrite of the by-laws. Trustee book might be expanded. Bruce is drafting up the changes

8. New Business

Amend the By-Laws (Current and proposed redraft are attached to agenda). Update frequency working of meetings. Do we still need a town trustee? Appoint a town liaison. The trustees have 30 days to review. Make any notes and we'll discuss at the next meeting before adopting the new by-laws.

Resumption of in-person meetings: Bruce feels we're missing something that you have with in-person. Motion to resume in-person with zoom available. Gail C so moves and Nick F seconds. All were in favor.

9. Adjourn: meeting ended as Nick F motions and Gail C seconded at 7:07pm

