

Pope Memorial Library
Board of Trustees
Meeting Minutes
08/21/2023

1. **Call to Order:** Bruce called meeting to order at 6:04pm
Present: Bruce Palmer, John Blackmore, Barb Hawley, Caroline Demaio, Gail Calkins (via Zoom), Judi McAllenney, Kate Bertolini, and Library Director Shara McCaffrey

2. **Secretary's report** (Caroline)
No additions or corrections to minutes from 07/24/2023. Judi motions and Kate seconds to approve.

3. **Treasurer's report** -- (John)
No report from last meeting. John's report shows the checking and money market are down. Mutual funds are up thanks to uptick in stocks! Budget should be made this year with how the projections are looking, along with the appropriations. Contributions income will be better than expected.

At the end of the report, suggest a motion to withdraw funds (\$7k) from VT Comm Fund?

Questions for Diane about Novel dinner incomes from sponsors, etc. More questions for Diane about the expenses. We don't audit, so keeping track is important! This is our own financial control. So, a sit down with Diane to go line by line with her on how we want the categories to look is needed. John and Shara will do this.

Problems getting reports. John will ask for access to the Library's Quickbooks.

4. **Facilities/Building report** (Bruce/John/Shara) There is nothing else new to really report other than flagpole. More to come for the next meeting.

New: Picnic Tables, Need to construct. Have to pick them up from Larrabees.

Community center SE corner brick issue - \$4,350 estimate from Karl Armstrong.

Flaking plaster and paint above the fireplace - Sally Fishburne estimate???? More to come...

Flagpole – no need for any further discussion, thanks to Clear-Cut Painting. They did this for free! Would like to see it painted though. 5X8 flag has been raised and it was nice to have it done by fair time! Thank you card was sent to Chris Yancy and crew.

Community Center Roof

Other??

5. **Director's Report** (Shara)

Bruce suggested looking at Tilson communications since we're losing FiberConnect soon. He'll give them a call, maybe they'll donate services? Let's get the replacements sooner rather than later. Prevent viruses, better connections and so on.

Christine has given notice and we will need to find a replacement. The reading hour has grown a lot, but she found somewhere else that gives her room to grow and more opportunities.

6. **2023 Fundraising** (All)

Results and discussion of Danville Fair Ice Cream Booth: It went very well this year. The Town Band brought the last chocolate tub!

Plans for Autumn on the Green: book sale? Bread sale? Anything else? We're in good shape with our fundraisers at this point....so maybe just stick with just a book sale.

7. **Old Business**

Book Donations and pile in the Community Center. Much discussion on moving books upstairs and getting them out of the corner.

Library Cleanup: appears things are starting to pile up here and there. Maybe get rid of the magazines?

Shelving: address this after a cleanup day? Schedule a project day?

Computers and printer. this was discussed a bit in Shara's report. New printer has been purchased and is now in use with all the library computers.

8. **New Business:** n/a

9. **Adjourn** : 7:06pm. All are in favor.

Next meeting is Oct. 2nd (pushed out to Oct. 10)