

Pope Memorial Library
Board of Trustees
Meeting Minutes
01/08/2024

1. Call to Order: Bruce called meeting to order at 6:03pm

Present: Bruce Palmer, John Blackmore, Caroline Demaio, Gail Calkins, Judi McAllenney, Kate Bertolini, and Library Director Shara McCaffrey
Absent: Barb Hawley

2. Nominations and Election of Officers

Chair (Shara to Preside over election of Chair) : Caroline D nominated Bruce Palmer to hold the Chair position again, Gail seconded and all voted in favor. Bruce will take over the rest of the meeting.

Vice Chair: Bruce P nominated and John B seconded Gail Calkins to continue as Vice Chair. All voted in favor.

Treasurer: Bruce P nominated and Kate B seconded John Blackmore to continue as board Treasurer. All voted in favor.

Secretary: Bruce P nominated and Gail C seconded Caroline Demaio as the new board Secretary. All voted in favor.

3. Visit from Alison Lowe at 6:10pm re: Town Meeting Luncheon

At last year's Town Meeting, the article to conduct Town Meeting via Australian ballot was shot down. Alison and others are trying to find ways to boost more in-person participation. Last year's attendance was around 120 people. She is approaching the board in regard to bringing back our Ham Dinner fundraiser (which never made money). The dinner takes a lot of effort so maybe there are other ways the library could play a role during

Town meeting. The board will discuss the dinner possibility, brainstorm other ideas (raffle?) and let Alison know.

4. **Secretary's report** (Judi)

The minutes from our last meeting were approved with no changes.

5. **Treasurer's report** -- (John)

Financial position Year end: This looks in good shape.

2024 Budget: The proposed budget has begun and the target is to spend what was needed last year so 2024 is clear of those costs. We will not vote on the budget tonight since there are still some blank boxes and questions about certain donations. Bruce P, John B and Shara will circle back to make the noted adjustments.

Gail C moved and Caroline D seconded the approval of Johns report.

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

Town Appropriation: submitted

Report for Town meeting book: submitted

A motion to accept the report by Caroline was voted in favor by all.

7. **Facilities/Building report** (Bruce/John/Shara)

Pope Basement: The first estimate was pricey between needing a curtain drain and 2 sump pumps. More than we had budgeted.

Community center SE corner brick issue

Flaking plaster and paint above fireplace

- Look into finding a major capitol improvement grant to cover the roof, basement and other fixes on the list.

8. **2023 Fundraising (All)** n/a

9. **Tenure and Recruiting** Tenures at year end 2023 (nine year maximum)

Judi has served eight years

John has served three years

Gail has three years

Bruce has served two years

Caroline has served one year

Barb has served one year

Kate has served most of the year (count as year one)

Trustee Recruiting: Need to replace Judi by year end, so add 2 more Trustees? Mary Beattie has other commitments. John B will reach out to Jackie Kempton? We'll check last year's list of names as well as come to the meeting with other suggestions.

10. **New Business** (All) none

A motion to adjourn by Gail C and seconded by Kate B was accepted by all at 7:12pm.

Next meeting is 2/19/2024 at 6pm.