



Blake Memorial Library
Board of Trustees
Minutes – December 5, 2017

Present: Jen Spanier, Lisa Locke, Lynne Benjamin, Emily Heidenreich, Catherine Whelan, Sukie Hausmann, Margaret Loftus, Shirley Montagne, Joi Winchell

Guests: none Absent: Miranda Miller

Correspondence: none

The meeting was called to order at: 6:40 p.m.

Minutes Review and Approval: October 17 ,2017 approved.

Reports and Discussion:

1. Treasurer Report
 - a. Review of discussion with Nancy Mulligan President of Northeast Investment - Board is satisfied that the privacy concerns regarding Nancy Mulligan's discussions about the status of our account with the Holland Family have been addressed. Confirmation that the account is private, the funds are in the complete control of the the Library. Name on the account corrected to include "Association". All further correspondence will be directed to the Board and any gifts made to the account with will be sent to the Board First.
 - b. Board approval of Northeast Investment Policy Statement (sent out with agenda) Any further decisions will be made as part of Capital Campaign for renovations. Motion made by Lynne B. to approve the current agreement, Motion Seconded by Catie W. Approved.
 - c. 2018 Budget review - Salary increase for next year is included in the budget. Still merit based but planning ahead. Increase in Technology Budget. Tech support and new hardware which will decrease in following year. Income overall was up last year. Fundraising was over 5K! Current Budget is over 1K this year but some areas are padded. Blake Fund could cover deficit so Board feels we are close enough. Margaret L. Moves, Joi Seconds. Approved
 - d. Decision made as part of renovation discussion to let Rebecca Holland know that we are waiting to meet with her until we have a full renovation proposal and a better idea about what our Capital needs and goals will be. Margaret L. Moved, Lisa L. Seconded, Approved. Lisa will contact.
2. Library Director Report Emily had great news on the computer front ! Good progress on getting much needed hardware and tech support at good prices. Lisa L. Moves, Lynne Seconds. Approved.
3. Committee Reports or Updates. (40 minutes)
 - a. Fundraising Appeal is going well. Coffee house in spring is next project. Board Members agree to donate items for raffle of spring themed basket. Lisa L. Moves, Shirley Seconds. Approved.

- b. Governance - No Report. New Board Policy on meeting and email use will be on agenda for next meeting.
- c. Buildings and Grounds (4 minutes) - Gravel for Driveway and Trimming of Pine Trees are only items of interest to report. Building renovation means less to do here. Lisa L. Moves, Jen S. Seconds. Approved.

d. Development

1. Timeline of Clifford Building proceeds discussions - confirmation that timeline is correct.
2. Designer recommendation- Committee looking for approval to move forward with Jay White as Designer. Packet on White, his proposal and past projects distributed prior to meeting. Big benefit that he can do the whole process - design and general contracting. Has experience with other libraries. Motion is made to approve him to go forward with the development of a design and then lead implementation of that design. by Lyne. B., Seconded Joi W. Approved

Margaret moves that a Steering Committee composed of both Board and wider community be created to receive report and facilitate project. Board to invite participants. Lynne, Lisa and Shirley will all serve on committee. Several members of the Development Committee will also be invited to serve. Lynne. B., Seconded Joi W. Approved

- e. Personnel – hold for next meeting.

New Business:

1. Additional Meetings for planning association meeting, design for renovations startup
 - Meeting with Jay White TBD - January?
 - Regular Meeting 2/13
 - March Meeting on 3/13 to discuss Association Meeting
 - Association Meeting April 24th at 7:30

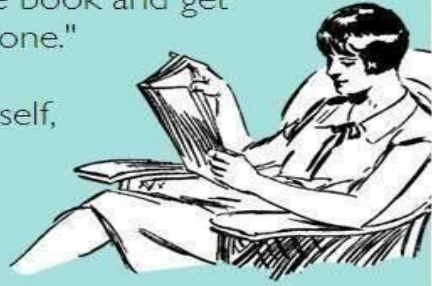
2. Nominations for Board of Trustees.

Margaret to ask Nick Kramer and Elisabeth Kulikowski.

Adjourn - 8:25

Sometimes I tell myself,
"Put down the book and get
some things done."

Then I tell myself,
"Be quiet."



somee cards
user card