Approved February 12, 2025

BLAKE MEMORIAL LIBRARY TRUSTEES MEETING MINUTES
6:30pm, December 4, 2024
At the library and on zoom

Trustees present: At the library: Catherine Tudish, Dina Dubois, Rob Rinaldi, Zoe Tilley Poster, Tania Aebi, Nick Kramer, Carl Demrow. Shirley Montagne, treasurer. By Zoom: Kathryn Price. Staff: Jen Spanier, and Kimberly Hotelling.

Rob brought the meeting to order at 6:33 pm.

Tania made action to approve the minutes of August 20 and September 24th. Carl seconded. Minutes were approved unanimously.

Treasurers' Report.

Shirley highlighted the year to date actual financial position compared to the budget. A few anomalies for the year were noted and we are slightly over budget for electric utilities this year, but with a few unanticipated revenues and gifts we are in good shape for 2024. Nick moved to approve the treasurer's report and Carl seconded. The treasurer's report was approved unanimously.

Shirley began a summary of the budget situation for the proposed 2025 budget with revenues first. She noted that proposed revenue budgeted for 2025 are approx $5,000 less than 2024 based non a number of realities around fundraising. The budget proposes to make that loss up through endowment/trust funds. We had a brief discussion involving the difference between the Blake and Gendrot Trust funds compared to the Holland fund.

Shirley moved on to the expense side of the budget. There is not a lot of discretionary spending in the budget other than payroll and collections. Nick said he thought that the budget was sound but said he was concerned with longer term trends in the growth of our expenses without robust growth on the revenue side and the sustainability of that trend. Nick addressed the issue of capital reserve funds and the finance committee will prepare a draft policy for the capital reserve fund for the next meeting.

Carl moved to adopt the proposed 2025 budget and Nick seconded. The budget was approved unanimously.

Director's report; Jen caught us up! It was a busy fall with a book discussion series on Shakespeare plays, Vermont Reads will be on Ken Cadow's award winning book, Gather, and there will be an associated pet supplies drive. A teen reading group meeting and party is scheduled for this month. The library is soliciting children's gifts for the Orange County

Parent Child Center. There will be a ukulele workshop this month and some holiday themed programs are planned including a Polar Express viewing.

The generator has not quite gotten installed but Jen found that the grantor can accept that it will not be installed by the end of the year. The conduit is in, the hole is dug, and we are ready for installation of the generator and the propane.

We did receive a $4,000 grant for a shed with solar panels and the ability for folks to charge a device off the building.

Tania moved to approve the director's report and Carl seconded. Passed unanimously.

Rob gave a B&G committee update including the installation of a security camera outside. The tent frame is looking a bit tired and Rob thinks it might make it another season at best. The big spruce tree on the north side of the building was taken down by Matt Nola. Billy Ricker removed the stump, a trench was dug for the generator conduit and the conduit is installed. Rob would like to look into setting up a google voice number for the library to change the emergency number from being forwarded to Shirley's so it can be forwarded to a broader group of folks. Rob spoke briefly about the major issue that Travis Batten found in the meter box that needed to be fixed immediately. Tania moved approve the B&G report and Zoe seconded. Passed unanimously.

Zoe gave a fundraising committee update and spoke a bit about the online auction. The committee is looking for 75 high quality items for a good range of things for folks to bid on. Zoe asked if we should be concerned that bidders for experiences are know to the community to protect donors. We had brief discussion about some parameters for the auction.

New business:

Jon Ruggles is offering to put a cut Christmas tree in the front yard of the library and we agreed to have Jon do that and thank him for this work to beautify the village.

Jeff Spiegel has asked to use some combination of our EIN and a bulk mailing permit for the Corinth Community Coalition. BML does not have a bulk mailing permit and our EIN is not transferrable. The board declined the request unanimously.

Our next board meeting will be February 12 at 6:30 PM.

Carl moved to adjourn and Kathryn seconded. Meeting adjourned at 8:12 PM.

Respectfully submitted,
Carl Demrow, secretary