

# MINUTES, NORMAN WILLIAMS PUBLIC LIBRARY BOARD

## October 16, 2017

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### **Attending:**

Anne Marinello as President

In Attendance: Laird Bradley, Bill Colson, Peggy Fraser, Gary Horsman, Gennie Lawrence, Roland Moore, Barbara Simmons, Linda Smiddy

Excused: Amanda Merk, Chris Lloyd, Ann Debevoise, Ann Sadowsky

Absent: Cathy Costello

Note: Quorum was present.

Call to Order at: 5:20 PM

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### **New Board Members**

Our new board members - Roland Moore and Barbara Simmons - were present and each spoke briefly about themselves, followed by board members each introducing themselves and their positions.

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### **September 2017 Minutes**

The minutes from our September board meeting were discuss and we voted to accept.

<b>Motion</b>	<b>1st</b>	<b>2nd</b>	<b>Vote</b>
Motion to approve the September minutes	Peggy Fraser	Gennie Lawrence	Passed Unanimously

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### **Annual Meeting Summary (by Anne Marinello)**

The Semples wrote a nice letter of response to us for accepting the paintings and for the reception in in the library.

Gennie Lawrence will help determine where in the library to hang the prints / paintings donated by the Semple family.

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## Treasurer's Report

- We reviewed the financial states prepared by Chris and Jane.
- We noted a single discrepancy but this was fully explained as a timing issue related to a distribution from the portfolio. The board was satisfied with the explanation and fully understand the timing issue.
- We discussed whether we need to publish the financial statements and how often. Roland suggested that quarterly may be adequate but we also debated whether to publish annually would be sufficient. We formally publish financial statements on an annual basis. We decided to table further discussion on this until the next board meeting.
- Gennie also suggested that the Executive Committee should review the issue of how often to publish financial statements and make a recommendation to the board.
- The value of our portfolio remains in a good position reflecting the performance of the market.

<b>Motion</b>	<b>1st</b>	<b>2nd</b>	<b>Vote</b>
Motion to approve the Treasurer's report	Gennie Lawrence	Linda Smiddy	Passed Unanimously

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## Executive Director's Report

We did not discuss a report from the Executives Director as Amanda was not present due to an excused absence.

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## Nominating

- We discussed other community members that could be approached to become board members. Barbara Simmons had an individual that she felt would be able of make a strong contribution and will pass the name of the individual on to Ann Debevoise.

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## Development (Anne Marinello)

- Woodstock and Bridgewater petitions, for town meeting, are in progress.
  - Our appeal fund-raising letter has been drafted and will be reviewed and printed soon for a mailing in early November
  - More time will be given to board members to make comments on these letters as this helps the fund-raising effort. This time period will be 4-5 days around the early part of November.
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## **Gala (Gennie Lawrence)**

- Gennie proposed a new idea for the Gala which would be that a recognition award could be presented. The award would be for outstanding service or an outstanding contribution to the NWPL. She proposed that the award would be done early in the evening of the Gala so as not to distract in any way from the speaker.

Peggy suggested that the award could also recognize how the award winner helped to strengthen the connection between the library and the community.

- Gennie would be very appreciative if each board member could identify (and recruit) one volunteer to help tasks related to the Gala.
  - We are working to finalize the Gala speaker and have five excellent candidates.
  - Bobbie Dagger and Ann Sadowsky are working closely with Gennie on the Gala.
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## **Friends of the NWPL (Peggy Fraser)**

The Friends of the NWPL donated \$1,750 for the cleaning of the library windows. The library and the board are very appreciative of this. Thank you Friends!

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## **Other Business**

### Semple Drawing and Painting Gift

The Semple gift has been appraised at \$9,000 and their contribution will cover the cost of insuring this gift for the 1<sup>st</sup> year.

### Bylaw Committee

There will be a bylaw committee meeting on November 1<sup>st</sup>. The purpose of this meeting is to improve and enhance the bylaws where necessary.

### Board Committees

Anne would like each board member to help on a specific committee. Look over the list of committees and let Anne know which would you would like to be on.

### Library Trustee Meeting in Burlington

On November 4<sup>th</sup> at Champlain College in Burlington from 8:00 AM to 3:00 PM there will be a Trustees of a Library Conference.

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## Next Meeting

November 13<sup>th</sup>, at 5:15 PM

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## Vote to Adjourn

<b>Motion</b>	<b>1st</b>	<b>2nd</b>	<b>Vote</b>
Motion to adjourn at 6:55 PM	Linda Smiddy	Bill Colson	Passed Unanimously

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Respectfully submitted,  
Gary Horsman  
Secretary