

MINUTES, NORMAN WILLIAMS PUBLIC LIBRARY BOARD

June 18, 2018

Attending:

Anne Marinello, President

Board Members in Attendance: Laurie Chester, Bill Colson, Ann Debevoise, Gary Horsman, Gennie Lawrence, Chris Lloyd, Ron Miller, Barbara Simmons, Linda Smiddy

Executive Director: Amanda Merk

Excused: Joe Boyd, Roland Moore, Ann Sadowsky

Guests: Peggy Fraser (Friends of NWPL President, Willa Nohl (Member of Friends of NWPL), Emily Pelow Corbett (Vermont Community Foundation)

Note: Quorum was present.

Before the start of the meeting four members of the staff shared their positive experiences related to attending the Vermont Library Conference at Lake Morey. Library staff who attended were Clare McFarland, Lori Mitchell, Danelle Simms, and Meg Brazil.

All expressed the importance of not only the information, but also net-working with each other.

Call to Order at: 5:00 PM

Friends of NWPL – Communication Update (Peggy Fraser – President of Friends)

Peggy provided an update on Friends activities.

Highlights:

- Current Members: 76
 - The Friends have organized weekly bridge games and art lessons.
 - The Friends provide maintenance for the garden areas on the east side of the library.
 - Several monetary contribution have been made by the Friends to the NWPL in the past year which totaled \$6,265.
 - The Friends biggest fundraiser is Puppies and Pooches on Parade. The 4th annual parade will be held this year on August 25th.
-

Vermont Community Foundation: Emilye Pelow Corbett

Highlights:

She provided two handouts:

- Closing the Opportunity Gap
- Supporting Vermont Nonprofit Organizations

They support nonprofits in three ways:

- Helping to find donors and to support the process of donations
- Support to nonprofits on planned giving and grants
- Research

Their website (www.vermontcf.org) is a resource that can be used to help determine organizations who could make donations or provide grants.

Their focus is to help Vermont communities to be more robust with special attention given to:

- High-quality early care and learning
- Affordable pathways to college and career training
- Resources to support Vermont families and communities

Grants are intended to support a breadth of issues such as hunger, housing, arts, cultural heritage, social justice, animal welfare, and environmental sustainability.

Emilye is our primary contact. She can provide advice on ideas and advice on ways to achieve our objectives related to working with the Vermont Community Foundation.

We plan to invite Emilye to return to meet with our Development Committee and other trustees who may be interested.

May Board Meeting Minutes (Gary Horsman)

We voted to approve the May minutes.

Motion	1st	2nd	Vote
Motion to approve the May minutes.	Barbara Simmons	Linda Smiddy	Passed Unanimously

Treasurer's Report (Chris Lloyd)

Final Review – Fiscal Year 2018

- The portfolio continues to perform in step with the general market.
- The books on this fiscal year will be closed the last day of June.
- Budget income and expenses were essentially on plan. Final numbers will be available in July.
- A final review of the 2018 fiscal year budget and performance to the budget will be organized by the Treasurer.
- The expectation is that for fiscal year 2018 will have achieved financial performance to the budget.

2019 Budget

- The board reviewed the 2019 budget.
- The board focused on any significant differences between the 2018 budget and the 2019 budget.
- The board approved the salary increases proposed by Amanda.
- The board also recommended that the Investment Committee meet prior to the end of our 2018 fiscal year to ensure that transfers from the endowment were in line with the 2018 budget.

We voted to accept the 2019 budget as presented.

Motion	1st	2nd	Vote
Motion to approve the 2019 budget.	Ron Miller	Chris Lloyd	Passed Unanimously

Executive Director's Report (Amanda Merk)

The report of Amanda Merk was published prior to the meeting and was not reviewed in detail at this meeting.

Nominating (Ann Debevoise)

There were no new nominations to discuss.

Bookstock (Anne Marinello)

- Jordan Engle of Bookstock hired Akankha Perkins to coordinate the book sale component of Bookstock.
 - Trustees are requested to participate in this wonderful weekend event.
-

Bylaws (Linda Smiddy)

- The bylaw committee has been doing a great deal of work on our bylaws.
 - A full review/report will be available in July.
 - The board understands and supports the modifications to the bylaws as it relates to the role of the Corporators. The board views changes to the role of the Corporators as being very positive for both the Corporators and the library.
-

New Business

Staff Evaluations

Amanda is doing performance evaluations for all staff.
Anne, Bill, and Gary of the Executive Committee will do the first annual review of Amanda.

Building & Grounds

We are grateful to Laurie Chester for securing the assistance of Chris and Ingrid Nichols to consult on the needs of our building.

Library Painting

We are grateful to Kitty O'Hara who painted a lovely picture of our library. It has been hung in the room of requirement. Her picture will be in an upcoming Vermont Standard, standing in front of the building with the painting.

Next Meeting

Our next board meeting will be on July 16th at 5:15 PM.

Vote to Adjourn

Motion	1st	2nd	Vote
Motion to adjourn at 7:13 PM	Ron Miller	Chris Lloyd	Passed Unanimously

Respectfully submitted,
Gary Horsman
Secretary