

MINUTES, NORMAN WILLIAMS PUBLIC LIBRARY BOARD

November 12, 2018 Board Meeting

Attending:

Bill Colson, Acting President

Board Members in Attendance: Joe Boyd, Laurie Chester, Mark Hall, Gary Horsman, Chris Lloyd, Gina McAllister, Ron Miller, Barbara Simmons

Executive Director: Amanda Merk

Excused: Roland Moore

Guests: Peggy Fraser and Margot Sappern

Note: Quorum was present.

Call to Order at: 5:15 PM

Minutes (Gary Horsman)

September Minutes and August Retreat

We voted to approve these combined minutes.

Motion	1st	2nd	Vote
Motion to approve the minutes of the September Minutes and August Retreat.	Joe Boyd	Barbara Simmons	Passed Unanimously

October Minutes

We voted to approve these combined minutes.

Motion	1st	2nd	Vote
Motion to approve the October minutes.	Ron Miller	Laurie Chester	Passed Unanimously

Friends of the NWPL (Peggy Fraser)

- Peggy Fraser (President of the Friends) and Margot Sappern (member of the Friends) attended and provide a summary update on activities in 2018 and plans for 2019.
- We were all encouraged to join the Friends organization.
- Peggy passed out a summary sheet of activities and plans.
- Peggy also highlighted that the Friends have purchased a giving tree for the front of the library that can be used for donations in general and special fundraising projects. The tree is a 'birch' tree which is not time-of-year specific.

Peggy and Margot excused themselves at this time.

Board Officer Vote (Bill Colson)

Officers for the Board of Trustees were presented as follows:

Ron Miller and Chris Lloyd: Co-Presidents

Bill Colson: Vice President

Joe Boyd: Treasurer

Gary Horsman: Secretary

Discussion:

1. When does this go into effect? January 1, 2019
2. How long will Ron Miller and Chris Lloyd act as co-Presidents? This is expected to last not more than 6 months. After 6 months Ron Miller will become the sole President.
3. How will this be explained to staff? Amanda expects no issue with the co-president arrangement with staff and will communicate this to them.

Motion	1st	2nd	Vote
Motion to accept the slate of officers as presented.	Chris Lloyd	Barbara Simmons	Passed Unanimously

Warning for Town Ballots (Bill Colson)

Motion	1st	2nd	Vote
Motion to petition the voters of both Woodstock for \$51,250 and Bridgewater for \$3,500 to be presented on the respective town ballots for 2019.	Laurie Chester	Gina McAllister	Passed Unanimously

Notes:

1. Our plan is to have 90% of the required signatures by the end of December.
 2. These dollar amounts are the same as the amounts voted on and approved in 2018.
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Executive Director's Report (Amanda Merk)

1. Amanda's report had been published previously to the trustees.
 2. Amanda highlighted to us that she is on a Rotary committee to help select the Woodstock Citizen of the Year award and that she is looking for inputs from the trustees.
 3. Amanda also made us aware that the library staff is researching the topic of fees for non-residents.
 - Note that Bridgewater citizens are not defined as non-residents as they vote each year to support the library with a \$3,500 contribution. There are 952 residents of Bridgewater. The per capita amount is \$3.68.
 - The population of Woodstock is 2,932. The per capita amount is \$67.62.
 - Population numbers as per <https://www.vermont-demographics.com>
 - The issue of non-resident fees was tabled until additional research has been completed.
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Treasurer's Report (Joe Boyd)

- The value of the portfolio managed by Morgan Stanley tracks with overall market performance.
- The performance to the 2019 budget is on plan.
- There is an investment meeting scheduled with Morgan Stanley for November 13, 2018.

Motion	1st	2nd	Vote
Motion to accept the Treasurer's report as presented.	Chris Lloyd	Laurie Chester	Passed Unanimously

Development (Laurie Chester)

- Laurie presented highlights of the development report previously published to trustees.
 - She noted the need to find a replacement for Bobbi Dagger to work in the area of business donations.
 - Laurie proposed making business donations less gala specific.
 - Gina McAllister has agreed to be a member of the gala committee.
 - Laurie asked for trustees to identify specific individuals who may not now be on the invitation list for the gala but that should be.
 - We are close to having an agreement with the speaker for the 2019 gala.
 - We are in the process of defining the name of the "recognition of support to the library award". For award naming purposes, individuals which have made a significant contribution to the library are being researched and considered. It was noted that this award would not have to be awarded each year. The intent is to have this award presented at the gala.
 - Laurie also asked to be informed of any other worthy examples of a community or organization doing something similar in nature to our gala as a fundraiser. We want to learn from others who are doing something good in this area.
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Meeting Calendar (Barbara Simmons)

Barbara outlined the issues with having board meetings on a Monday and having them in the 3rd week of the month.

We tabled this discussion and will review this topic again at the December board meeting.

Next Meeting

December 10th, at the library, at 5:15 pm.

Vote to Adjourn

Motion	1st	2nd	Vote
Motion to adjourn at 7:16 pm	Bill Colson	Laurie Chester	Passed Unanimously

Respectfully submitted,
Gary Horsman
Secretary