

MINUTES, NORMAN WILLIAMS PUBLIC LIBRARY BOARD

November 28, 2022, 5:15 p.m.
Board Meeting

Attending (via Zoom):

- Joe Boyd, David Green, Rachael Ringenberg, Elizabeth Daniels, Chris McIlroy, Susan Piccoli and Karen Copenhaver in attendance.
 - Noah Anderson joined the meeting at 5:22.
 - Brenda Metzler, Bianca Zlatea, Tom List, and Anthea LaVallee were absent.
 - Clare McFarland, executive director, was present on Zoom by invitation but did not participate in the discussion due to recent surgery.
 - A quorum was present for all votes taken.
 - Submitted by Karen Copenhaver, Secretary
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Zoom Meeting

Call to Order at 5:17 PM

Opening Remarks & Announcements (Joe Boyd, Chair):

Joe verified that a quorum was present, asked if there were any additions to the agenda and, hearing none, asked for the trustees to turn to approval of the draft Minutes for the October meeting. There being no proposed changes, Joe asked for approval of the proposed Minutes of the October meeting.

Motion (call for a motion by Joe Boyd)	1 st	2 nd	Vote
Motion to accept the revised minutes of the October 2022 Board Meeting.	Chris McIlroy	David Green	Chris McIlroy noted his abstention as he was not present for most of the October meeting, the remaining trustees present approved unanimously.

Library Director's Report (Clare McFarland):

Clare provided a detailed written report in advance of the meeting regarding good progress and participation in the various projects and programs undertaken this month. The trustees had no questions but noted Clare's request for volunteers to assist with the rare and vintage book sale on Friday and Saturday of Wassail Weekend.

Treasurer's Report

David provided a written report in advance of the meeting. David summarized the financial results year to date as a little better than the budget – a little higher on revenues and a little lower on expenses. The library received some donations toward the fall fund drive even before the letters went out this week.

After discussion, Joe asked for a motion to approve the Treasurer's report.

Motion (Joe Boyd)	1st	2nd	Vote
Motion to approve Treasurer's Report	Rachael Ringenberg	Chris McIlroy	Approved unanimously.

Committee Reports:

There were no committee reports this month.

Joe reported on plans to address the failure of the wooden light posts in the lot behind the library. Elizabeth encouraged involvement of an architect that might identify appropriate commercial grade fixtures and assist in procuring them at the lower price that would they be made available to professionals.

Next Meeting, Upcoming Dates:

The next Board meeting will be on December 19th at 5:00 at the Library and will be followed by the Library's Annual Meeting. The Trustee meeting will be held separately from 5 to 6 p.m. The Annual Meeting will follow in the mezzanine from 6 to 7. The Annual Meeting is provided for in the Bylaws and is open to the public. It will provide an opportunity to share the Library's work with the community in person for the first time in a number of years. Joe, Dave and Clare will provide remarks. Further consideration will be given to whether refreshments are appropriate.

Other Business:

There being no other business, Joe requested a motion to adjourn.

Motion (Joe Boyd)	1st	2nd	Vote
Motion to adjourn.	David Green	Elizabeth Daniels	Approved unanimously.

Thereafter the meeting was adjourned at 5:42 p.m.

Respectfully submitted,
Karen Copenhaver, Secretary
November 28, 2022