

Minutes
Norman Williams Public Library Board

Board Meeting
March 25, 2024, 5:15PM

Attending:

- Joe Boyd, Tom List, Dave Green, Elisa D'Andrea, Donna Bold, Susan Piccoli, and Rachael Ringenberg in person.
- Bianca Zlatea attended via Zoom.
- Noah was absent.
- Clare McFarland was present by invitation.
- Submitted by Tom List, Secretary

Call to order at 5:20PM.

Opening Remarks & Announcements (Joe Boyd, Chair):

Joe verified that a quorum was present and asked if there were any changes to the agenda and there were none.

Jack Maguire was invited to the meeting as a perspective new board member. Although he was not present, his candidacy was discussed.

Joe asked for a motion to elect Jack to the board.

The motion was moved by Rachel and seconded by Elisa.

Approved unanimously.

Joe asked if there were any changes to the February 26th board meeting minutes.

In the absence of any proposed changes, Joe called for a motion to accept the minutes of the February 26th, 2024, board meeting.

The motion was moved by Dave and seconded by Susan.

Approved unanimously.

Library Director's Report by Clare McFarland

Clare discussed the Gala that is planned for Sunday, April 28th and emphasized the board members' roll in selling tickets and seeking corporate sponsorships. There is support through advertising and a sign will be placed by the library front door.

Rachel commented that the Gala corporate sponsorship work sheet is in place, and everyone should be using it as a resource and to update donor information. There was discussion as to the details of the Gala program, donation options during the event, the timing of the Gala, and whether a different date for future Gala events should be considered.

Clare explained the status of the library website. A temporary site is currently up and running. Gabe Halberg who assisted when the site crashed, will be considered for designing and building new site. Additional quotes will be researched. Susan mentioned that library grants may be available for technical projects.

The \$460K grant which is pending for the exterior stone pointing project, includes a privacy pod and an automatic, ADA accessible, front door. A sliding door that would be more user friendly is being considered and a quote has been obtained for \$24,000, before installation and electrical costs. Clare shared images of the design of the door for the board to review.

Clare reviewed the \$23,000 quote from Joe Gnazzo for the handicapped ramp replacement and the \$6,000 quote for repair only. It was decided that the repair approach would be best and The Friends will be approached for support with covering the cost.

Joe asked for a motion to proceed with the ramp repairs with Joe Gnazzo.

The motion was moved by Rachel and seconded by Elisa.

Approved unanimously.

Treasurer's Report-Dave Green

The library's investment accounts are following the stock market and are performing well, and the February year-to-date revenue and expense results are close to budget. The budgeting process for the fiscal year 2024-25 will start in April.

Dave recently attended the annual meeting of MRCSA (Mount Rainbow Community Solar Array), the entity which operates the library's undivided interest in the solar array on Rainbow Playschool's grounds. NWPL has a 9% share in the array and all sixteen investors in the array have historically been allocated the net operating costs of the array in equal amounts. The investors, each having one vote, decided to allocate some of the array's operating expenses for the current year based on their respective ownership percentages. Dave estimates that the

current year net expense allocated to the library will be about \$730, an increase of about \$300 from last year.

After the board meeting concluded, the Finance Committee (Tom, Joe, Dave and Clare), met and approved the draft Federal tax return (Form 990), for the year ended June 30, 2023, as prepared by the library's outside accountants.

Motion to approve Treasurer's report was moved by Donna and seconded by Rachel.

Approved unanimously.

Other Business:

Joe indicated that the board is seeking candidates for board members, President and Treasurer.

Committee Reports

Joe asked if there were any committee reports. None were offered.

Next Meeting:

The next board meeting will be on Wednesday, April 24th, 2024.

Joe called for a motion to adjourn. The motion was moved by Dave and seconded by Donna.

Approved unanimously.

Thereafter the meeting was adjourned at 6:41PM.

Respectfully submitted.

Tom List

March 25th, 2024

