

**Minutes**  
**Norman Williams Public Library Board**  
**Board Meeting**  
**May 21, 2024, 5:15PM**

**Attending:**

- Joe Boyd, Dave Green, Elisa D'Andrea, Donna Bold, Susan Piccoli, Bianca Zlatea, and Rachael Ringenberg attended on zoom.
- Tom List and Jack McGuire were absent.
- Clare McFarland was present by invitation.
- Submitted by Rachael Ringenberg, acting secretary

**Call to order at 5:30 PM.**

**Opening Remarks & Announcements (Joe Boyd, Chair):**

Joe invited comments on Clare's raise, as proposed in the budget. There were no comments. Joe affirmed that Clare's review had been resoundingly positive.

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

Joe asked if there were any changes to the April 24th board meeting minutes.

**In the absence of any proposed changes, Joe called for a motion to accept the minutes of the April 24th, 2024 board meeting.**

**The motion was moved by Donna and seconded by Elisa.**

**Approved unanimously.**

**Library Director's Report by Clare McFarland**

Cheyenne, who was going to paint the trim on the back door, has broken his arm so that project *may* be delayed.

There is no exact date on when Joe Gnazzo Co repointing will begin, but it is imminent.

Joe Boyd and Phil Robertson plan to meet with the reappointer when he begins.

Kathy and Clare will volunteer at Covered Bridges Half Marathon. Elisa volunteered to join them.

We reviewed how many have signed up to help staff for the upcoming rare & vintage book sale.

Website design & build, with Gabe Halberg, will begin in July and will launch by the end of the year.

### **Treasurer's Report**

Gala revenue is coming in \$11k ahead of budget, and expenses are coming in on budget. \$34k was the budgeted revenue.

Dave discussed the Treasurer's report and commented that library performance is better than budget on the expense side and operating revenue through April.

We anticipate the need to have cash on hand to pay the appropriate amount to the reappointer when he begins the work.

Dave reviewed the final draft of the budget. The goal of the board's budget approval will be in the June meeting.

The intention is to be able to offer a 4% raise for staff compensation this year.

**Motion to approve Treasurer's report was moved by Rachael and seconded by Joe.**

**Approved unanimously.**

### **Committee Reports**

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

**Other Business:**

Joe updated the board on the search status for additional board members. He sent the brief bio information for three new members to be approved next month (June).

Officers: Tom as president, Elisa as vice president, Joe as treasurer, and TBD for secretary. Rachael can take the role of secretary for July & September. And Donna may be able to take it after that.

**Next Meeting:**

The next board meeting will be on June 24th, 5:15 pm.

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

**Approved unanimously.**

**Thereafter the meeting was adjourned at 6:04 PM.**

Respectfully submitted.

Rachael Ringenberg

May 21st, 2024