

**Julia L. Butterfield Memorial Library
Monthly Board Meeting
December 13, 2023**

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:39 pm by Board Vice President Marjorie Gage

ROLL CALL

In attendance:

Library Director: Johanna Reinhardt

Board members: Marjorie Gage, Dennis Gagnon, Deb Dichter,

Catherine Platt

Absent: Judy Myers, due to passing of her son Jeffrey

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

Note: There wasn't a quorum for the November meeting / No minutes. The acceptance and approval of the October 2023 Minutes was motioned for approval by Catherine Platt, seconded by Deb Dichter and approved unanimously.

Warrants and or resolutions: See * for pertinent items

FINANCIAL REVIEW: (*See Financial attachments)

- **VOTE*:** Acceptance of Warrants and Checks, Catherine Platt made a motion to accept the October & November 2023 warrants/checks; Deb Dichter seconded. Motion accepted unanimously.
- Review and discussion of the Deposit/Check Detail, Balance Sheet, P & L for October & November 2023
- Discussion of Wells Fargo CD. Johanna needs to arrange for a name change.

Review and discussion of Proposed 2024 budget and salaries as presented by Johanna Reinhardt

(See attached)

Motioned for approval by Dennis Gagnon and seconded by Catherine Platt
Motion accepted unanimously.

DIRECTOR'S REPORT:

(See attached Director's Report for full scope and additional details)

Johanna reported, in detail, on the previous 2 month's Meetings & Workshops attended, including but not limited to the following:

- Continued discussion of the JLB's Bicentennial
- Work is almost completed for the lower-level project just some odds and ends plus the sink and cabinets for the conference room still is not installed

- A brief discussion of a “Spring Gala” and other possible fundraising events

Committees/Groups:

- No reports

FACILITIES REPORT:

- Brief discussion of FEMA grants and work associated with their involvement.
- Getting closer to completing the lower-level project

OLD BUSINESS:

- JLB Celebration Dec 19 through the 24

POLICY:

- No new Policies

NOTE: Voting for new officers will take place at the January 2024 Meeting as agreed due to Judy Myers absence.

ADJOURNMENT: Catherine Platt made a motion to adjourn the meeting. Dennis Gagnon seconded. Unanimously approved. Meeting adjourned at 7:58 pm

**The next meeting of the Board is scheduled to take place on Wednesday, January 17, 2024
6:30 PM**

Respectfully submitted by:

Dennis Gagnon, Interim Secretary