

**Julia L. Butterfield Memorial Library  
Monthly Board Meeting July 19/2023**

**MONTHLY MEETING OF THE BOARD CALLED TO ORDER** at 6:33 pm by Board Vice President Marjorie Gage

**ROLL CALL**

In attendance:

Library Director: Johanna Reinhardt

Board members: Judy Meyer, Marjorie Gage, Catherine Platt, Dennis Gagnon, Deb Dichter

**Note:** Also in attendance to report on our Investment Accounts was Fred Rodriguez from Wells Fargo Financial Advisors

**ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:**

*Note: The acceptance and approval of the June 2023 Minutes will be addressed at the August meeting.*

Fred Rodriguez presented for our review and discussion our Wells Fargo Portfolio Reports as of 7/18/23. We reviewed in detail #6240 and a brief over view of #5890. He will provide to Johanna copies of #5890 via secured e-mail for Board distribution.

It was determined that we stay on the same conservative investment track along with our original goal of replenishing funds that were used towards the construction projects.

Also discussed was the acceptance of the Advisor's fee being reduced to 1% as previously agreed upon.

Fred departed from the meeting at approx. 7:12 pm

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 July 2023 warrants/checks; Marjorie Gage seconded. Motion accepted unanimously.
- Reviewed and discussion of the Deposit/Check Detail, Balance Sheet, P & L for June 2023

**DIRECTOR'S REPORT:**

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

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

- JLB's Bicentennial donations to date is at \$726.00

- Fundraising for the Battle of the Books
- Passport fees to date is at \$6K
- Minimum wage will remain at \$15.00 for 2024 but will increase to \$15.50 in 2025. This will need to be kept in mind as we consider a vote for increased funding
- Summer Camp was a success
- Discussion of the installation of the Little Free Library
- Work is continuing for the staff area in the lower level back room.
- The sink and cabinet for the conference room are still outstanding and way past the promised completion date.

**Committees/Groups:**

- Friends: No report

**FACILITIES REPORT:**

- Work is continuing for the staff area
- Support lintel needs to be installed at archway removal

**OLD BUSINESS:**

- No discussion

**POLICY:**

- No new Policies

**ADJOURNMENT:** Dennis made a motion to adjourn the meeting. Marjorie seconded. Unanimously approved. Meeting adjourned at 7:57 pm

**The next meeting of the Board is scheduled to take place on Wednesday, August 16, 2023, 6:30 PM**

Respectfully submitted by:

Dennis Gagnon, Interim Secretary