

Julia L. Butterfield Memorial Library
Monthly Board Meeting
Wednesday, Feb. 22, 2023 | 6:30 PM
(Rescheduled from Feb.15, 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, Catherine Platt, Dennis Gagnon

Absent: Judy Meyer

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

- **VOTE:** Marjorie Gage moved to accept the minutes of the January 18, 2023, meeting of the Board as amended; Catherine Platt seconded. Minutes were accepted unanimously.

Warrants and or resolutions: *SEE *for pertinent items*

FINANCIAL REVIEW: *(*See attachments)*

- **VOTE:** Acceptance of Warrants and Checks: Catherine Platt made a motion to accept the January 2023 warrants/checks; Dennis seconded. Motion accepted unanimously.
- Reviewed the Deposit/Check Detail, Balance Sheet Standard as of January 31, 2023
- All agreed to transferring of funds back into the Wells Fargo endowment investment account, to replenish fund withdrawn for lower-level construction.

Note: A brief discussion on the new format layout used on the reports. All comments were positive.

DIRECTOR'S REPORT: *(See attached for additional details)*

Johanna reported on previous month's meetings & workshops, grant developments, statistical reports, and programming initiatives, including but not limited to:

- Further discussion on the Annual Appeal

- The small couch donated by the Rose Family in memory of Hannah Langer has been delivered; placement of dedication plaque reviewed.
- New hire for Adult Programs | Director is currently interviewing qualified candidates.
- Jessica Rozman named new Passport Manager
- Johanna providing Notary Services as of February 1.

FACILITIES REPORT:

- Phase III construction project: Still awaiting completion of current phase. Judy Meyer to confer with GC on timeline for completion and other open items.
- Pidala Electric examined malfunctioning exterior light at the Reading Garden: We are now informed that it needs a new junction box.

OLD BUSINESS:

- No discussion

POLICY:

- No new policies

ADJOURNMENT: Dennis made a motion to adjourn the meeting. Marjorie seconded. Unanimously approved. Meeting adjourned at 8:10 PM

The next meeting of the Board is scheduled to take place on Wednesday, March 15, 2023, 6:30 PM

Recorded and respectfully submitted by:

Dennis Gagnon, Secretary