

**Julia L. Butterfield Memorial Library
Monthly Board Meeting June 21/2023**

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:46 pm by Board President Judy Meyer.

ROLL CALL

In attendance:

Library Director: Johanna Reinhardt

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

Note: in attendance until 7:00 pm was a potential new trustee dropping off application information

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

Note: *The acceptance and approval of the May 3/2023 Minutes was tabled requesting additional time to review.*

NOTE:

As of a 6/23/23 e-mail vote - Amended minutes were distributed via email for review input.

A motioned to accept was made by Marjorie and seconded by Catherine, voted upon and accepted unanimously.

Warrants and or resolutions: SEE * for pertinent items

FINANCIAL REVIEW: (**See Financial attachments*)

- **VOTE*:** Acceptance of Warrants and Checks, Dennis Gagnon made a motion to accept the June 2023 warrants/checks; Catherine Platt seconded. Motion accepted unanimously.
- Reviewed and discussion of the Deposit/Check Detail, Balance Sheet, P & L for May 2023
- Brief discussion regarding Wells Fargo Advisors fee adjustment that is still pending and how it should be pursued and by whom. It was decided to invite Fred to attend our next meeting.
- Discussion of how to apply the donations JLB Library received in memory of Thomas Robertson. This is still to be determined.

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:

- Selecting Bender CPAs as the Library's tax preparer.
- Continued discussion regarding the disposal of left over books from the sale.
- Continued discussion for the bicentennial events.
- The (2) HS interns received \$100.00 stipend each for their hard work.
- Work has begun for the staff area in the lower level back room.

Committees/Groups:

- Friends: No report
- Brief discussion regarding the bicentennial events and 4th of July bike decorating

FACILITIES REPORT:

- Work has begun for the staff area, starting with raising the overhead heating system piping to gain additional head room.

OLD BUSINESS:

- No discussion

POLICY:

- No new Policies

ADJOURNMENT: Marjorie made a motion to adjourn the meeting. Catherine Platt seconded. Unanimously approved. Meeting adjourned at 7:47 pm

The next meeting of the Board is scheduled to take place on Wednesday, July 19, 2023, 6:30 PM

Respectfully submitted by:

Dennis Gagnon, Interim Secretary