

Julia L. Butterfield Memorial Library
Monthly Board Meeting
Wednesday, January 18, 2023 | 6:30 PM

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:30 pm by Board President Judy Meyer.

ROLL CALL

In attendance:

Library Director Johanna Reinhardt

Board members: Judy Meyer, Marjorie Gage, Dennis Gagnon

Absent: Catherine Platt

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

- **VOTE:** Dennis moved to accept the minutes of the December 14, 2022, meeting of the Board; Judy seconded. Minutes were accepted unanimously.

FINANCIAL REVIEW:

- **VOTE:** Acceptance of Warrants and Checks: Marjorie made a motion to accept the December 2022 warrants/checks; Dennis seconded. Motion accepted unanimously.
- Reviewed the Deposit/Check Detail, Balance Sheet Standard as of January 17, 2023
- Reviewed and commented on the Annual Appeal totals as of December 31, 2022. Also anticipating some additional donations will be coming in during the first part of the new year.

Note: A brief discussion on the format used on the "Transaction Detail by Account" report showing, in the last column, the running accumulative balance column. Dennis questioned if that column is necessary. It was agreed that it was not necessary and would be removed.

DIRECTOR'S REPORT:

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

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, February 15, 2023, 6:30 PM

Recorded and respectfully submitted by:

Dennis Gagnon, Secretary