

**Julia L. Butterfield Memorial Library
Monthly Board Meeting
March 15, 2023|6:30 PM**

MONTHLY MEETING OF THE BOARD CALLED TO ORDER at 6:58 pm by Board Vice President Marjorie Gage.

ROLL CALL

In attendance:

Library Director: Johanna Reinhardt

Board members: Marjorie Gage, Judy Meyer, Dennis Gagnon

Absent: Catherine Platt

ACCEPTANCE OF MINUTES OF PREVIOUS MEETING OF THE BOARD:

- **VOTE:** Marjorie Gage moved to accept the minutes of the Feb. 22, 2023 meeting of the Board; Judy Meyer seconded. Minutes were accepted unanimously.

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

FINANCIAL REVIEW: (*See attachments)

- **VOTE*:** Acceptance of Warrants and Checks: Dennis Gagnon made a motion to accept the February 2023 warrants/checks; Marjorie Gage seconded. Motion accepted unanimously.
- Reviewed the Deposit/Check Detail, Balance Sheet Standard for February 2023
- Discussion of Mike Larocco to submit a proposal to offer services to get involved regarding financial reporting and review along with advising Sherrie Nachamkin on an as needed basis.
- Discussed the Rose Family \$2,000.00 donation honoring Hannah Langer for the Children's Reading Room. The couch was approx. \$700.00 Questioning if the balance (*approx. \$1,300.00*) can be used for Reading Room related items or other specific usage. Possibly story hour programing or other related items.
- Brief discussion regarding Wells Fargo Advisors fee adjustment still pending; also the contact protocol between our Financial Advisor, Treasurer and Director

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

Johanna reported on the previous month's meetings & workshops attended.

Along with additional activities and available information, including but not limited to the following:

- Friends Book Sale taking place April 26 - 30. Donations now be collected - Books & DVDs
- Contact information for House Appropriations - American Library Assoc. a pre-written letter that can be utilized available on "oneclickpolitics.global.ssl website - Deadline being March 20
- Putnam County Arts Council Grants
- Earth Day Program - Free Trees for kids - in early April
- Adult Proqraming getting well established
- Woman's Poetry reading - March 25
- Writer's Reading event - April 15
- Memoir writing to be extended into April
- Discussion of the steady and consistent increase in patron use of the facilities

FACILITIES REPORT:

- The Conference Room TV Monitor was installed
- Mike Monteleone had to remeasure for the new cabinet work and will be donating a marble counter top and possibly a sink.
- Setting up for the "Staff/Storage/Technology Area" project start

OLD BUSINESS:

- No discussion

POLICY:

- No new policies and or revisions

ADJOURNMENT: Dennis made a motion to adjourn the meeting. Marjorie seconded. Unanimously approved. Meeting adjourned at 7:48 pm

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