

OLIVE FREE LIBRARY  
Board of Trustees Meeting  
June 21, 2023

**In attendance:**

President and Chair of the meeting, David Edinger and Secretary, Kimberly Daley

Also in attendance: Chrissy Lawlor, Susan York, Tom Hammang, Karen Heusel, Donna Elberg, Meg Soltis, and Nathalie Andrews.

Absent: Maeve Turk and Fara Warner.

The meeting, held in person at the library, was called to order at 6:31 pm by David Edinger.

**Approval of Consent Agenda:**

=> Consent Agenda: Items included are May minutes, prepayments list, donations, warrants list, and library closure for Olive Day. Nathalie asks to pull the warrants list to get more information about large purchases. David explains the insurance bill and Amazon bill for museum room expenses pushed up the amount this month. Susan makes a motion to accept the Consent Agenda, including the warrants list. All in favor.

**Motion approved.**

**Committee Reports:**

=> Art Committee: Nathalie submitted notes from the last meeting. Board members reviewed the notes.

=> Friends Group: Meg submitted notes from the last meeting. Board members reviewed notes. A discussion ensued about the success of the Garden Tour, and how to keep ants out of hummingbird feeders.

=> Finance Committee: Kim submitted notes from the last meeting. Board members reviewed notes. The committee proposes setting up four Reserve Accounts; Operating Emergency Account as part of the General Operating Account, Restricted Account for any money donated with a restriction, Building Reserve Account for projects listed on the Facilities Report, and Overhead Protection Account as part of the Building Reserve for the next one year only. The committee also proposes using the Braby Endowment for additional emergency funding. Meg makes a motion to accept the creation of the Reserve Accounts. All in favor.

**Motion approved.**

=> Policy Committee: Susan submitted notes from the last meeting. Board members reviewed the notes.

**Old Business:**

=> Benefits for staff: David updated on what the staff wants for benefits. Less than half want a retirement program (401k). More than half would like health benefits. Board members discussed reaching out to other association libraries to find out how they offer benefits, or perhaps linking up with other association libraries to set up a larger program. Kim will ask Rebekkah Smith Aldridge for information.

**New Business:**

=> Updated Committee Members: Karen will join the Finance Committee. Meg will leave the Student Advisory Committee and join the Policy Committee. Donna will join the Student Advisory Committee.

**Director's Report:**

=> Chrissy updates on completed renovations in the museum room. Melissa is now working on the online exhibit which will be ready for Olive Day.

=> Chrissy updates on new study pods which she got from the Ithaca Library. They are set up and ready to use.

=> Chrissy updates on Summer Reading kick off and sign-ups.

**Treasurer's Report:**

=> Nathalie submitted the May report. Board members reviewed report.

**Visioning:**

=> Nathalie presents the second Financial Snippets to the board. The topic this month is the Treasurer's Report and how it's prepared.

=> Kim shares information from a recent Trustees Education webinar about large capital campaigns happening at other libraries within MHLS. Board members discussed what a capital campaign for OFL would look like, and what sort of project would benefit from it. A second location, a book mobile, and renovating the building out back are possible topics.

**Motion to Adjourn** made by Kim. Meeting adjourned at 7:45 pm.