OLIVE FREE LIBRARY Board of Trustees Meeting March 20, 2024

In attendance:

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

Also in attendance: Susan York, Donna Elberg, Melissa McHugh, Meg Soltis and guests, Primo Stropoli and

Mary Ann Shepard.

Absent: Nathalie Andrews, Hailey Peck.

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 February minutes, prepayments list (\$1,260.41), donations (\$691.75), and warrants list (\$10,353.54). Board members reviewed items during the meeting. Susan makes a motion to accept the Consent Agenda. All in favor. Motion approved.

Issues to vote on:

- => Approval of Financial Review Proposal: Board members reviewed notes prepared by Nathalie outlining accounting firm bids to prepare financial review. Nathalie recommends hiring RBT CPAs which will cost \$6,000 \$8,000. Kim makes a motion to approve hiring RBT CPAs. All in favor. **Motion approved**.
- => Approval of Paint Proposals: Board members reviewed proposal for interior and exterior painting. Kim makes a motion to approve Kyle Stark for interior painting and Thibaud from Pro-line Home Improvements for exterior painting (facia and trim). All in favor. **Motion approved.**
- => Approval of Bank Resolution: Board members reviewed the resolution removing Fara and adding Donna to the Community Bank checking account. Kim makes a motion to accept the resolution. All in favor. **Motion approved.**
- => Approval of Bookshelves Purchase: Board members review proposals for new bookshelves. The board also discussed a rolling book shelf for satellite location at Legion Hall in Shokan. Kim makes a motion to purchase eight book shelves hand built by Wayne. All in favor. **Motion approved.**
- => Approval of Gift Acceptance Policy: Kim created a Gift Acceptance policy as part of Planned Giving program. Board members reviewed the policy. Susan makes a motion to accept the Gift Acceptance policy. All in favor. **Motion approved.**
- => Approval of Community Report: Board members reviewed and discussed the Community Report trifold. A few typos were pointed out and will be corrected before printing. David makes a motion to approve the Community Report. All in favor. **Motion approved.**

Committee Reports:

=> No committee reports submitted. Mary Ann previewed events the Friend's Group is working on; Murder Mystery theater, Spring Clean Up day and yard sale, Garden Tour, and Plant Sale/Library Fair.

New Business:

- => Programming Policy: Board members reviewed sample programing policies gathered from the MHLS system database. Board members also discussed a planned Speakers Series event to be held in April discussing the 14th Amendment. The talk has the potential to be controversial because the speaker may be more political than previously understood. Melissa consulted with Rebekkah Smith-Aldridge at MHLS and has decided to proceed with the event. Susan and Kim will work on drafting new policies around programming and present to the board for voting by the first week in April.
- => 414 update: Meg updated on preparations for the 414 campaign. Meg has done research on the history of the Trust and how it relates to going for a 414 vote. She confirms there is no conflict with the Trustees wishes and 414 status. Signatures are being collected and PR is being planned.
- => David updates that Tom Hammang has decided to leave the Board but will stay on with the Friend's Group. David encourages the board to recruit more members. The Board will not continue trying to recruit a teen member.

Director's Report

- => Satellite location: Melissa updates on plans for opening up one day a week at the Legion Hall. She will need rolling book carts and book donations. Timing is for sometime in May and will be open weekly on Tuesdays, 10 2 pm.
- => Melissa updates on tree and hedge work from Tall Timber Tree service. The Board discussed (again) what to do with the garage and whether or not to spend money to fix the roof damage caused by the fallen tree. Melissa will get an estimate for the roof work and then the Board will discuss next steps.
- => Melissa updates on a field trip planned for next week to visit three area libraries with Amy and Dan.
- => Melissa asks about any progress with offering health benefits to the staff. The Board discussed how to find some sort of support for staff. Health Savings Accounts may be the best plan but more research is needed. In the meantime, a stipend could be offered to help pay copays and premiums.

Treasurer's Report:

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

Motion to Adjourn made by Susan. Meeting adjourned at 8:20 pm.