

Solomon Wright Library

Lucy Wright Reading Room

Board of Trustees Meeting Minutes

In attendance: Chairperson Jim Boutin, Kaitlyn Hunt, Treasurer Richard Williams, Carole Shuey, Bob Case, and Julius Rosenwald (joined at 6:30)

Secretary: Damien McCaffery

- I. Trustees look over the list of donors and donation amounts compiled and distributed by Chair Boutin. Discussion ensues re: whom to assign donor outreach tasks to, matching specific donors to specific Trustees
- II. Call to order and Roll Call
- III. March Minutes revised
 - A. Discussion of wording re: how the SWPL non-profit status was allowed to lapse. The Board agrees to delete language from paragraph V., “*we let* the application lapse for the last three years” and change it to “the application *lapsed* for the last three years”
 - B. At paragraph VII., added the hourly rate of \$30.48, as calculated by CHair Boutin, in accordance with accepted standard rates, for Treasurer Williams’ stipend

IV. Treasurer's Report (available upon request)

- A. Extensive discussion of what fund to draw from for the Treasurer's stipend, and payment for other auditing / accounting oversight; should it be drawn from the VCF or the money market account. Board considers relative merits, and possibility of ensuing tax penalty, of taking the money from one fund versus the other. Differing viewpoints are expressed from Chair and Treasurer. Eventually it is decided to wait until the end of the year and see where our bank balances stand. Should the Library come up short, a decision about funding source will be made at that time
- B. Chair Boutin mentions that we will have bills coming up, such as the electricity bill in winter months (SWPL has heat pumps), lawn mowing and groundskeeping, in addition to auditing
- C. Discussion of how the SWPL's current lack of non-profit status may affect donations, if or how this may affect the tax-exempt qualification for donations we receive, under current circumstances. Board resolves that because the restoration of the library's non-profit status is currently underway, the current status will not effect final tax disposition of donations

V. Trustee Rosenwald joins meeting (in person)

VI. Director's Report

- A. Director McCaffery relays a proposal from former Trustee Mary Natalizia; Natalizia offered to serve, on a "a very part-time basis" as the SWPL's Childrens' Activities and Programming Coordinator. McCaffery expresses that he strongly favors this idea, and feels that the Board should take Mary

up on this offer, stating that childrens' investment in the library will determine the SWPL's future existence

- B. Motion is made to make Natalizia Childrens' Activities and Programming Coordinator, passes
- VII. Buildings and Grounds discussion
- A. Chair Boutin raises issue re: our post office box, questions necessity of Library retaining ours. Other Trustees weigh in on their own arrangements re: postal mail delivery in town. McCaffery pledges to find out whether or not the SWPL needs to pay for the PO box or not, and /or if there are requirements from the VT Dept of Libraries regarding same
 - B. Chair Boutin requests McCaffery pick up "dusk-to-dawn" bulbs for our outside front entry
 - C. Discussion of when will be best to have the library's rugs cleaned (consensus; after mud season)
- VIII. Chair Boutin proposes that Director's Reports be posted to the SWPL website. McCaffery says he will do so. Discussion of whether or not to put Treasurer's Reports on the site; it is decided that we will note on the site that Treasurer's Reports will be made available upon request.
- IX. Treasurer Williams mentions that childrens' yoga and the chess club are big draws at the Bennington Free Library. McCaffery pledges to look into instructors; Trustee Hunt says she will send along contact info for a yoga teacher.
- X. Treasurer Williams proposes we cash out or petty cash box daily. McCaffery pledges to get that underway.
- XI. Further discussion re; which Trustees should approach which donors on list

- A. Treasurer Williams points out that our non-profit status strictly prohibits us from turning any money over at the end of the year because it will count as profit; therefore, any moneys we gain from donations before the end of the year must be spent *before the end* of 2023
- XII. Board agrees to focus our overtures to donors on ensuring handicapped access to the the library by upgrading our front and side entryways, as well as childrens' programming
- XIII. Future social events at the SWPL
 - A. Discussion of the nature of, and scheduling for, events to honor Jim and Lil Winchester and, separately, Mary Natalizia. Discussion of how to publicize and send invitations (digital platforms, and / or on paper) and RSVP protocols.
 - B. Discussion of creating a sign for the soon-to-be-created Natalizia' children's room, and what to name it. Trustee Hunt proposes "Natalizia's Nook." McCaffery says he knows local sign-maker, and will get in touch to get a cost estimate.
- XIV. Motion is made to adjourn, adopted unanimously.