

Monday, January 23, 2023 7:00-8:00 PM

Solomon Wright Library

Board of Trustees Meeting

Attending: Jim Boutin (Chair), Richard Williams, Mary Natalizia, Kaitlyn Hunt, Bob Case

Absent: Julius Rosenwald

Secretary: Damien McCaffer

Agenda

- Call to Order
- Acceptance of the December 2022 Meeting Minutes
- Comments from The Chair
- 2023 Budget Proposal
- Other
- Public Comments
- Adjourn

Minutes:

Chair Jim Boutin's opening remarks. Going forward, Board meeting process will be more formal, with emphasis on motions and established procedures. All matters touching on library operations should go past Damien McCaffery, as he is director and in charge of operations.

Budget. SWPL will be going back to town to address our ballot measure request for additional \$5k.

Discussion of **VT state grants** for construction of access accommodations (ADA compliance, etc). We should find out how to apply.

Erate. Federal program that reduces internet provider charges for non-profits; must be renewed every year

Insurance. Can we revise policies in order to lower costs?

Taxes. We've been hit with fines for non-payment of state taxes. Chair Jim Boutin has corresponded with state extensively, and is appealing fines. Hoping to get reimbursed for overcharges.

Melio account. Used to authorize bank-to-bank transactions using under-\$1 transactions (QuickBooks uses it to verify accounts when coordinating payments), but exists as its own separate entity. Must investigate.

Venmo. Must change profile to remove Tiffany and set up UN/PW so it goes to our treasurer

Director's pay. Chair Jim Boutin moves to make director's payroll salaried, as opposed to hourly. Both terms are listed on contract. Going forward, director's pay is \$24024.00 annually. Board agrees.

Periodicals. Discussion of reduction in magazine subscription expenditures, which subscriptions to cut. Damien McCaffery brings up possibility of making subscriptions cheaper using a service like Cox; will report back at next Board meeting. Will also look at level of magazine usage.

Programming. Discussion of \$12k donation, made anonymously, and specifically earmarked by donor to be spent on children's collection. This money was absorbed into general fund / checking account last year. Mary Natalizia makes motion that Board resolves to honor donor's intentions for the \$12k donation, and restore that money for donor's distinct, stated purpose, and to spend thusly.

Catamount / KOHA. Damien McCaffery makes case for ending membership in GMLC (Green Mountain Library Consortium), and joining the Catamount Library Network

consortium so we can join in their KOHA instance. Doing so would enable our patrons to more easily see what materials are available consortium-wide. Richard Williams mentions that we should also join the VT state courier system, and McCaffery agrees. McCaffery lays out labor and financial costs, noting that fastest we could join would be this summer, cost would be roughly \$800.00 for collection migration into KOHA, Williams notes that the Bennington Free Library currently pays \$700.00 to Catamount for KOHA. McCaffery's subsequent discussion with Lynne McCann reveals that \$700 is Catamount joining fee only; migration fee would come on top of that fee.

Jim Boutin Makes motion to advocate that SWPL submit and scrutinizes a monthly **budget sheet** at Board meetings. Board agrees.

Richard Williams makes a motion to **accept the new budget**. Board agrees.

Board moves to **remove Mary Natalizia from SWPL bank accounts** at Bank of Bennington, replace her name with Chair Jim Boutin. Approved unanimously.

Richard Williams makes a motion to **acknowledge Mary Natalizia's outstanding service** as chair of the SWPL Board of Trustees. Unanimous agreement.

Mary Natalizia collects signatures on card to **acknowledge outgoing Board member Willie Jones**, and collects contributions for gift for him, to thank him for his service to the Board.

New Board member interview; Carol Shuey on February 8th at 11am.

Next Board meeting; March 22nd, 6pm.

Meeting **adjourned**, 8:45pm

