

Minutes—Solomon Wright Public Library
Board Meeting
July 16, 2024

Present: Carol, Richard, KC, Jim, Bob, Kate
Absent: Julius, Emily

Meeting called to order by Jim at 6:07 p.m.

1. Treasurer's Report: Richard
 - a. Overview of accounts
 - i. 376: \$16,734 operating (checking)
 1. Town allocation of \$44,000 to come in at end of December
 2. \$6,493.50 = IRS payment taxes and penalties paid 2019–21 (half); half still owed. We hope to be forgiven the penalties.
 3. \$420 coming back
 4. Take-home: FY24 we have a shortfall of \$5,000–\$6,000
 - ii. 384 reserves (money market)
 1. \$14,486.68—internet and phone bills: grant for 10 years of expenses
 - b. Overview of choice of unemployment insurance: Taxable Employer Option (\$143/quarter)
 - c. Thanks to director and emphasis on importance of annual fund/fund-raising
 - d. Fund-raising need ~\$5,000–\$6,000 to go
 - i. \$11,585 in donations this year to date
2. Director's report
 - a. Outreach update
 - b. Updates on events to date for spring/summer
 - c. Upcoming events overview
 - i. Celebrate Pownal Day—need volunteers
 1. Bob and Carol will volunteer; Richard and Jim will set up tent; KC and Kate will be in touch
 2. Get people signed up for the library, provide incentive to come in
 - ii. Birthday party in October ideas
 1. Birthday raffle basket
 - iii. Other events overview
 - d. Policies/mission/strategic goals in need of updating
 - e. Other news
 - i. Free lunch program—kids need to eat lunch here; need fridge to keep food at proper temperature
 - ii. Bob can bring chairs to store in the shed
 - f. Wishlist
 - i. Vinyl sign—sandwich board for outreach events

- ii. Signage before RR tracks; Julius started funding; annual need is \$100
 - iii. Small fridge for community room (Bob will bring)
 - iv. KC: Veggie Van Gogh is only accessible in Bennington currently
 - 1. KC will follow up with VVG; will also reach out to GBICS
 - 2. Bigger conversation about library's role in helping address food insecurity in Pownal
 - 3. GMX is now running to the library as of the last month or so
3. Fundraising
- a. Jim
 - i. Hannaford—no
 - ii. Bennington Elks said yes to \$250/annum, letter from director same time each year
 - iii. Walmart—waiting to hear; Walmart has monthly allotments of cash for donation
 - iv. Stewart's—50 gift cards, \$150 in gift cards have been donated
 - v. KC: Home Depot? Jim: No outreach to date
 - vi. Coggins Toyota/Honda: Jim will reach out
 - b. Richard
 - i. Envelope to be printed by Crae; envelope going into mailer
 - 1. BFL has 2 versions considered as a model for us
 - a. "I am pleased to support the BFL and will pay in installments"
 - b. Annual fund
 - 2. Decision: SWPL Support Fund envelope—stuffed into appeal
 - a. Decision against "annual fund" language in case we want to make more than one ask
 - b. Minimum order of 500 envelopes from Crae
 - 3. Letter: Emily made 2–3 templates and will choose
 - 4. Donations in so far this year
 - a. Handouts with numbers received to date and with past donors
 - b. Julius has approached multiple families and has gotten commitments
 - c. Bob will reach out to people when the mailers are ready
 - 5. Letter-stuffing party
 - a. Date to come after remittance envelopes have been printed
 - 6. We will bring items to Celebrate Pownal Day
 - 7. Julius and Richard considered asking Mary to contact Willie Jones and Teru; will talk to Emily
 - c. Final thoughts:
 - i. Jim: Look at list of patrons

Carol submits motion to adjourn; Bob seconds; motion carries at 7:13 p.m.