

Solomon Wright Public Library Trustees Meeting

June 6, 2022 6:30pm (virtual and in-person)

Present: Bob Case (remote), Kaitlyn Hunt, Willy Jones, Becca Martin, Mary Natalizia, Julius Rosenwald, Jen Ryan, Sarah Sanfilippo

Call to order - 6:35

Minutes: April minutes were approved unanimously; May 3 special meeting minutes approved as well.

Directors report:

- Jen has been developing volunteer materials for recruiting purposes. Toy library is popular. Green Mt Library consortium moved from EZ Proxy to Overdrive as of June 1. This is more secure (has a PW). Accounts will now need an expiration date.
- Jen met with State Librarian. They are starting to gather ideas for the next ARPA round.
- Second ARPA round was announced in April for May application. Jen wrote it to expand large print. We got \$1713.84. With this, we had to get a UEI # to replace our DUNS #.
- Pownal Valley Fair aka Celebrate Pownal is July 30. Jen may not be able to be there, but we should have a presence.
- Events are happening – Olmstead, poetry group, Bill Botzow's exhibit opening was well attended, a number of pieces sold. Next is Charlene Adams, quilter. Many more are planned through next spring.

Sarah's resignation from the board was accepted unanimously

Treasurer and budget:

- Anne Marie's appointment fell through. Ideas? Some were presented, and trustees will reach out to them.
- Treasurer vs bookkeeper? Jen will also reach out to other libraries to see what they do.
- Jen now tracks her lines, as an in-house budget. Karen tracked everything else. Jen can start keeping it all together. Using something like Quickbooks would help to organize things. We need someone to sign checks, take care of payroll, taxes, etc.
- Jen produced a supplement to her report with a snapshot of current finances. Current balances are approximately \$20k. Included in this are grants, etc. that are earmarked, so closer to \$18k. A recent donation will bring us up to \$28k. We think we'll need about \$5k.
- Jen presented ideas to cut to save some cash. What are the places where we can't cut – what can we be frugal about?
- We need to come up with a figure to operate the library, then do organized fundraising annually.
 - Annual celebration – Sept 25/Oct 2. Start planning fundraisers, rather than annual celebration.
 - Can ask town for more money in March \$10K.
 - Nov 5 book sale/raffle/ etc.
 - Lottery ticket roll for Fair in July 30. Bob will find out how it works.

- Murder mystery night. Kaitlyn will start planning.
- Start soliciting basket items, let each other know who's been contacted.

A motion extending remote hours for Jen passed unanimously.

We need board members; minimum of five. Jen can take on secretary duties. We should run a campaign to recruit people. Will need to vote on making Jen secretary; we need a chair and a treasurer. Jen will see if others have board job descriptions to share.

Next meeting August 22

Meeting was adjourned at 8:04pm