

**Minutes: Tunbridge Library Trustee Regular Meeting - FINAL**

**Date: Tuesday December 7, 2021**

**Time: 6:00pm**

**Place: Tunbridge Public Library**

**Virtual: Link provided @ tunbridgelibrary.org**

**Attendees:** Anna Dechert, Mariah Lawrence, Theresa Fitzgerald, Catherine Freese, Mark Bomalaski (remote), Michael Krauthamer, Lynne Hadley (community member)

**Agenda**

*Meeting called to order 6:04pm*

**Community Input:**

- *Mariah heard lots of positive feedback about the inaugural Turkey Trot (gobble, gobble!)*
- *Theresa received positive feedback*

**Secretary Report:** Approve Minutes from November 2021

- *Anna moved to accept November minutes, Mark seconded, approved.*

**Treasurer Report:**

Updates regarding November 9<sup>th</sup> Selectboard meeting re: FY23 Budget

Updates regarding request for funds from Friends of the Library

- *Theresa circulated the warrant for approval*
- *First propane bill from new company Gillespie was received and we've been locked into a great fixed rate*
- *Income:*
  - *\$2000 rec'd from ARPA grant. This money will go to a separate line item in the budget to make sure related expenses are clear*
  - *Town tax income rec'd ~\$77k*
  - *Refund rec'd for unused fuel*
- *Nov. 9: FY budget for FY23 presented to Selectboard and accepted - to be approved at Town Mtg*
  - *Request submitted for the town to consider repainting the exterior so that windows can be made more energy efficient. Selectboard cheekily noted that "there are insides and outsides of windows," so it will depend on what type of storm windows we want and whether that expense will fall to the library or town.*
- *Theresa is working on drafting the required info for the annual report, which she'll share at the January TPL trustees meeting for review*
- *Annual appeal fund donations:*

- almost \$400 has been received in donations since letter went out (will discuss more at end of mtg)
- \$400 budgeted for annual fund, but letter went to ~930 addresses (significantly more than previous years)
- Already showing savings in electricity and fuel based on efficiency upgrades made this year
- Overall FY21 budget vs. actual is on track
- Catherine moved to accept the treasurer's report, Michael seconded, accepted

#### **Librarian Report:** Program updates

- Programs are going well overall. After-school program is paused due to COVID. Local dads did a great job singing along to one of the story hours.
- State libraries annual report is due at Christmas (emails were going to incorrect email address, Mariah's on it now)
- A new YA section is being developed based on community inquiries
- Great set of cookbooks donated by Donna (thanks!)
- Arts Coordinator Position:
  - Catherine spoke with former person in this role for feedback about the role. She suggested quarterly shows (rather than more frequently) to minimize the time needed for hanging/changing art.
- SueSpace: based on materials availability this will be postponed to the spring
- TurkeyTrot: AWESOME! It raised \$1000 (\$1900 income but \$900 spent on shirts). Future upgrade: dog costume contest!
- We got the ALA's "Ask, Listen, Empower" grant
- Mariah is going to look into whether the winter ski trails can be extended to the fair/library side of the river
- Catherine moved to accept librarian's report, Michael seconded, approved.

#### **Old Business:**

##### Annual Fund letter updates:

- The letters went out! They were sent to all 05077 addresses (via Postal Patron feature through post office with reduced postage), and to non-05077 addresses from the Grand List or from past library mailing list. Big thanks to Janet Zug and Brenda at the post office for their assistance! All documents were saved in the Trustees shared drive for next year's use.
- Checks rec'd will be recorded as they're received, thank-you's sent
- We'll reconvene in January to mail thank-you's (and eat cookies)

#### **New Business:**

##### **Public Comments:**

##### **Action Items:**

- Mariah will check w Tunbridge Fair about extending ski trails; Michael will check with George
- Mariah will make narrative for town report

Anna motioned to adjourn at 7:17, Mark seconded, approved.