

## Library Board of Trustees Meeting – 5/9/24

Present at the meeting: Walt Fries, William Jefferson, Veronica Laroche, Rachel Robinson, Walt Fries, Crystal Becker, Jane Yagerhofer, John Sullivan

Called to order at 6:36 pm.

- Old Business
  - Jonathan's presentation on our endowment and further investing in a capital fund.
    - Recommendation is to take 5% from the floating rate fund (Eaton Vance Floating Rate/EIFAX).
    - T Rowe Price Retirement 2030 Investor CL - move away from this and move it into a new fund

Motion to approve the April minutes made by Jane. Second by William.

- Director of Library
  - Grants
    - Currently searching for any grant opportunities. Utilizing Grant Station.
  - Fundraising
    - Double Good Popcorn sales now through June 1st
  - Outreach
    - Bath Farmers Market is canceled for this season.
    - Spuds and Spurs - This would cost \$80.00 to participate.
      - Cutoff date for registration - 5/31/24
    - Senior Expo: Thursday, September 12, 10:00 AM-1:00 PM (Wesleyan Church in Cherryville) - no cost to participate
    - 35th Annual "Uptown" Northampton Street Fair: Saturday, September 14, 11:00 AM - 4:00 P (\$30.00)
- Director of Operations
  - Staff
    - Marketing Coordinator started - Shannon. Started April 16th.
    - Filled part time position - Lisa. She will start Monday.
    - Summer Reading - Theme this year "Adventure at your Library".
  - Financials
    - Budget review
      - Motion for preliminary approval for the budget made by Will. Second by Walt.
  - Buildings/Grounds
    - No new reports
  - Technology
    - Website launched May 2nd, 2024.
    - Looking into switching from TLC to SPARK
      - SPARK is a less expensive option
    - Motion to approve a switch to SPARK made by Jane. Second by Will. Motion passed unanimously by those present.
- Friends
  - Summer basket raffle - early June
  - Yard Sale on 5/18/24
  - Family Fun Day is on June 8th.
- New Business
  - Walt made a movement to amend the agenda pass the budget for next year
  - Policies
    - Employee Policies
    - Equal Opportunity Employment Policy:
  - Motion made to approve all the changes in the documents regarding Employee Policies and Equal Opportunity Employment Policy made by Jane. Second by Walt. Motion passes.
  - Motion to approve the entirety of the updated Policy Manual and the Employee Handbook made Crystal. Second by Will. Motion passes.
- Motion to end the meeting at 8:01 pm was made by Crystal. Second by Jane.