

Carpenter Carse Library Meeting Minutes - DRAFT

Wednesday, October 23, 2019

Attendees: Katherine Kjelleren, Marianna Holzer, Heather Roberts, Paul Lamberson, Susan Evans McClure, Dan Mills, Jim Jarvis, Emily Alger, Brian Dunlop and Beth Royer

Secretary's Report:

Minutes from the September 25th meeting were reviewed. Emily moved to accept. Marianna 2nd. Approved.

Treasurer's Report:

Year over Year values seem off because of the difference in dates of town distribution deposits.

Reviewed a Quickbooks P&L as of today. We're a little over in computers because we purchased a new printer with copier functionality. Beth is trying to get out of our lease with Xerox. Income looks as though we're ahead because of prorating of budget numbers in QuickBooks. Most donations come in at the end of the year so that should be more in-line by December.

Emily moved to approve. Marianna 2nd. Approved.

Emily moved that we authorize Paul to open an E-Trade account for the library. Marianna 2nd. Approved.

Committee Reports:

Personnel: The committee met on 10/21 and discussed 2 initiatives: a work plan for the next 12 months and a 2020 Strategic Plan based on what the community wants for Hinesburg as a whole. Will reach out to Maggie Gordon about the information gathered at the pop-up park and will look at VPR rural Vermont survey. We will look into engaging a consultant with strength in community engagement more so than libraries or strategic planning.

Facilities: Paul suggested that we go into Executive Session to discuss applicants for use of the C space at 7:35pm. Brian moved; Marianna 2nd. Approved.

Emily moved to exit executive session. Marianna 2nd. Approved at 8:15pm. Emily moved to offer a 6 month lease for the C space to Karen Cornish of Honey Hill Studios with terms identified in executive session and specifics to be negotiated by Paul Lamberson. Marianna 2nd. Approved.

Fundraising: Beth is working on identifying a good story for the annual appeal.

Directors Report:

Marianna moved to accept. Brian 2nd. Approved.

Old Business:

None.

New Business:

Paul moved to adjourn. Emily 2nd. The next meeting is Wednesday, November 20th at the library. The December meeting will be Wednesday, December 18th. Adjourned at 8:40pm.