

Carpenter Carse Library Meeting Minutes - DRAFT

Wednesday, December 14, 2022 via ZOOM

Attendees: Katherine Kjelleren, Marianna Holzer, Catherine Moller, Paul Lamberson, Heather Roberts, Jim Jarvis, Emily Alger, Susan McClure and Beth Royer

Call to order 7:05pm

Secretary's report:

Paul moved to accept the minutes from our November 30th meeting with one correction to the language regarding cash on hand with relation to Personnel Committee recommendations. Marianna 2nd. Approved.

Treasurer's report:

Reviewed the P&L YTD. St. George has not yet paid for this year. The timing has varied in past years so not of concern yet.

Susan moved to approve the Treasurer's report. Catherine 2nd. Approved.

Librarian's report:

Peg Jarvis did a very well-attended puppet show.

Paul appreciates that the staff makes space for regular users to be there in a safe environment for social/recreational activities, air conditioning, heat, wifi, etc. Are there grants available to fund this kind of support that the library gives to the community?

Susan moved to approve the Librarian's report. Marianna 2nd. Approved.

Committee reports:

Facilities -

In-swing door is not feasible in the C space because it is so close to the wall (cannot open 90 degrees) and would cover the fire alarm. So, an out-swing door is what Paul will pursue. It is 36" wide which is ADA compliant.

Old Business:

Budget -

Jim, Paul and Beth had a productive conversation with Paul Lesure. Paul Lesure made adjustments to the group net metering to reflect the lower usage we have relative to what was originally anticipated. Electricity estimates for FY24 are based on our known fixed payment to GMP and our best guess as to what the payment to Paul Lesure will be based on the new net metering calculation.

We haven't taken the distribution from VCF for the last several years because we have had cash on hand and it didn't seem to make sense to take it out of the market and earn less by putting it into the bank. Susan feels strongly that we should generally plan to take distributions from our endowment funds because that's the intent of them. Paul proposes waiting one more year to take distributions and continuing with our proposed deficit budget for FY24. This would eat into our cash reserves by nearly \$60K - though Paul notes that we have not used the cash reserves to the extent that we've budgeted the last few years.

We feel comfortable with the 3.8% increase in our ask from the Town as it is far below the inflation rate.

Paul moves that we approve a budget for FY24 to include expenses of \$350,326, income of \$293,343, an ask from the town of \$244,000, and drawing our cash reserves down by nearly \$60,000. Emily 2nd. Approved.

New Business:

None.

The next meeting is Wednesday, January 25th at 7:00pm (in-person vs. Zoom TBD). Jim moved to adjourn. Marianna 2nd. Approved. Adjourned at 7:45pm.