

MINUTES June 20, 2023- Draft

Warning: Tunbridge Library Trustee Regular Meeting Date: Tuesday June 20, 2023

Time: 6:00pm

Location: Tunbridge Public Library

Virtual: link available at => www.tunbridgelibrary.org

Present: Anna Dechert (Secretary), Lynne Hadley, Laura Ketchum (Treasurer), Michael Krauthamer (Chair), Mariah Lawrence (Library Director)

Meeting started 6:06pm

Secretary Report:

Review and approve prior meeting minutes

- *Minutes are approved and posted.*

Reappointment of officers for new fiscal year

- *We'll post term expiration dates on the website and retain current officer roles. Lynne will continue serving as liaison to the Friends.*
- *Future meeting minutes will be sent to library staff to physically post Friday.*

Treasurer Report:

- *Status at 11 months through the fiscal year:*
 - *We've brought in more revenue than budgeted due to grants and fundraising - we're in good shape! We're on track to land with a surplus for the year.*
 - *Grants received allowed us to increase spending this year without actually being in deficit.*
 - *We'll work with the town on some final tech purchases within this year's budget.*
- *Laura has been having discussions with the town treasurer about separating out a Capital Budget vs. an Operations Budget. A Capital Budget would go toward covering the larger items like a new furnace or boiler that may come up as major expenses every few years. This would be a change we'll consider for approval at a future town meeting.*

Librarian Report:

- *Mariah is back at work after some time off! There was great coverage of programs and staffing during her leave.*
- *The writing program started last week*
- *Planning is underway for fall programming for homeschoolers and the after school program.*
- *We have a new electric lawn mower for the library*
- *The Ranger - which raises funds for the library - was a success! We'd like to connect with them to explore educational/fundraising opportunities with them for next year (something to do with mapping?)*

Old outstanding business:

Review coming year calendar & accountability for topics & events

- *Develop annual fundraising calendar to map out priorities. Are there opportunities at the Fair? Ranger?*
- *Map out priorities and timeline of trustees' work (eg: annual appeal)*
- *Mariah will work on a calendar of major events impacting trustees or requiring trustees' attention*

Update on Strategic Plan (postponed to next meeting)

New business:

- *We will not meet in July; we propose meeting Aug 15*

NOTES FOR ANNUAL CALENDAR

- Fundraiser during The Ranger?
- Town Meeting: discuss a Capital Budget

Public Comments: (none)

Adjourn @ 6:55pm