

**Bennington Free Library Board of Directors Meeting**  
**4:30 PM Rotary Room**  
**Minutes: June 21, 2016**

**Present:** Lynne Fonteneau-McCann, Maureen Loy, PJ Venti, Kelley Legacy, Dave Newell, Tricia Bitteker, and Jon Goodrich

**Approval of Minutes**

May 17, 2016 Minutes not available for approval. Kelley will complete and send.

**Financial Report:**

Annual Fund: Behind from last year. Some larger donations have not yet been received.

Revenue and Expense report: March, April, and May Reports approved. Motion made by Jon Goodrich, seconded by PJ. Venti and unanimously approved.

**Director's Report:** Circulated in packet

- Mayfest sales higher than ever netting \$446.00
- Busy Summer Reading programs going on. Included is Hunger Free Fridays when free lunch and movie are provided.
- Lynne will prepay West Fuel for upcoming year @ \$2.19/gallon for 6500 gallons over 3 month period
- New "Paypal" account will be set up at Bank of Bennington to allow for online donations. Motion made by Jon Goodrich seconded by Tricia Bitteker and unanimously approved.

**Committee Reports:**

A. Buildings and Grounds:

- A capital Improvement Plan will be put in place per the recommendation of the Bennington Select Board. Lynne will write up a rough draft and a separate meeting has been called for Tuesday, July 12<sup>th</sup> @ 4:30 for the Board to review. Lynne will email all members.
- Roof Project: Solicited 3 proposals and have received 2 quotes. Will start repair with Doxsee Roofing doing half at a time and starting with the Main Street section first as that is the area of most concern and problem of damage. Up to this point \$93,634.00 has been collected. David and Kelley will meet with Jim Brown at Bank of Bennington to solicit more funds. A permit will be needed to start the project. Jason Dolmetsch will be contacted to see if he is available to inspect and provide a Certificate of Completion.

B. Personnel and Policies:

- Update to the Electronic Resources Policy presented. After questioning if library had ability to block inappropriate use of access, the policy was unanimously approved. Motion made by Kelley Legacy and seconded by Dave Newell
- Personnel Committee approved and filed Lynne's self evaluation for past year. Of concern was not meeting the annual fund goal and how to make that up going forward. Lynne's goals for upcoming year include creating a disaster plan, making online donation software available and proposing future goal setting plans with input from board members.

C. Fundraising: Lynne will email "Donor List" to board members for review to add or delete names.

There being no further business the Board adjourned at 5:11 with motion made by PJ and seconded by Mike.

**Board Meeting Schedule set for upcoming year:**

**September 16, 2016.....November 15, 2016.....January 17, 2017.....March 21, 2017.....May 16, 2017 and June 20, 2017 for Pot Luck**

**IMPORTANT DATE:**

**Next Meeting: Second Tuesday July 12th, 2016 @ 4:30PM: to discuss Capital Improvement Plan**

Respectfully submitted,

Maureen K. Loy