

**Bennington Free Library Board of Directors Meeting**  
**Meeting Minutes**  
**May 19, 2015**

**Present:** Barth VanderEls, Lynne Fonteneau-McCann, Jon Goodrich, Dave Newell, Kate Canning, Chrissy Morrissey, Mike Munson, PJ Venti

**Approval of March 17, 2015 minutes:**

March minutes were not circulated; approval scheduled for June meeting.

**Finance Report:**

- A. **Annual Fund:** To date, we are 95% of goal with \$38,085 raised; this is about equal to where we were at this time last year.
- B. **Revenue and Expense Report:** Lynne reported that after expenses, the annual Book Sale netted \$7,632.00.

The Finance Report was unanimously approved – motion made by Chrissy; seconded by Jon.

**Director's Report:**

- Dawn Bakker was hired for the bookkeeper position.
- Our CPA resigned and Lynne is currently asking for recommendations.
- Diana Leazer was hired for the Administrative Assistant position.
- Mark Wesner (Keefe & Wesner) completed a site visit of the roof. A lift was required to view the entire roof. Mark will have a report and cost estimate prepared by the June 23 Chamber Mixer.
- West Oil has offered the library a very competitive pre-purchase discount for oil, Lynne
  - suggested contracting with them and the board approved her suggestion.
- Pete the Cat is the newest addition to the Library staff.

**Committee Reports:**

- A. **Buildings & Grounds:** David reported that we are currently over budget on our fuel oil expenses for the year because of the extended heating season. To date the library has used 1315 gallons over prebuy (\$3,296) for a total expenditure of \$25,688 (\$2,588 over budget)
- B. **Fundraising:** Fiscal Year-End Annual Fund letter writing campaign – the board was asked to hand-write a note to past donors who have not yet made their annual fund gift to the library this year. Packets were distributed with instructions and a June 1<sup>st</sup> deadline.

**Other Business:**

- A. **Mayfest:** Volunteers are needed for the Mayfest booth. A sign-up sheet was circulated.
- B. **Annual Meeting:** The Annual Meeting & Potluck Dinner is scheduled for June 16 @ 6PM. The location is to be determined. A food sign-up sheet was circulated.
- C. **Chamber Mixer:** The Library is hosting the Bennington Area Chamber of Commerce Mixer on Tuesday, June 23<sup>rd</sup> – the actual date of our 150<sup>th</sup> anniversary.
  - Your Belly's Deli will cater and provide cash bar. Lynne asked for volunteers to bake desserts.
  - Karson is creating a scavenger hunt and Lynne will put together a gift basket for a raffle. Kate offered to sell tickets that evening for the raffle.
  - Senator Brian Champion will be at the event and is working on a resolution from the State.

- David will serve as Master of Ceremonies for the evening. As part of his remarks he will talk about the roof repair project; outline its cost; unveil the recognition mural; and invite patrons to make a donation of \$500 or more towards the roof project to be listed on the mural.

**D. 150<sup>th</sup> Planning:**

- Chrissy reported that she & Lynne are looking at flatbed trucks for our float. Lynne presented a sketch of the float design. Jon Goodrich will see if he has space in the Mill to build the float.
- We would like to start scheduling authors for 1 or 2 fundraising events for FY 2016. Lynne will follow up with Kelly with status of Letter of Request.

There being no further business, the Board adjourned and moved to Executive Session to discuss the Director's Evaluation.

**Board Meeting Schedule, FY 2014-2015:  
June 16 – Annual Potluck Dinner**

Respectfully submitted by,

PJ Venti