

**Bennington Free Library
Board of Directors
Meeting Minutes June 6, 2023**

MEMBERS PRESENT: Mike Munson, Jon Goodrich, Jackie Marro, Susan McKenna, David Newell, PJ Venti, Kelley Legacy, Norma McShane, Michelle Wieggers, and Lynne Fonteneau-McCann (Executive Director)

CALL TO ORDER & APPROVAL OF MINUTES:

- Minutes from the May 16, 2023 Board of Directors Meeting were approved by majority, with one abstention.

FINANCE REPORT:

A. Annual Fund

- As of 6/14/23, \$61,556 had been received from 301 gifts or 112% of the \$55K goal.
- The Board has set an expectation of 100% participation by its members, and Board members were reminded to make their own gifts to the library before the June 30th fiscal year end.

B. Revenue and Expense Reports

- We are at 98% of budget-to-date, and expected to meet budget for the year. With no questions or further discussion from the Board, the R&E reports were approved.
- Kelley will research competitive rates for 7-month CD and share with the Finance Committee for recommendation for a short term investment of \$100K of savings. Jon also requested information on investments in the bond market.

DIRECTOR'S REPORT HIGHLIGHTS (full report circulated in meeting materials):

- We received a (draft) proposal from Centerline Architects & Planners for the HVAC system upgrade & replacement project to support our grant application to the VTLIB this fall. (As of the June 6th Board meeting, no further information on the ARPA grant deadline dates have been posted by the VTLIB.)
- The Spring book sale netted \$1,779.50. Thank you to all who were able to volunteer.
- The Children's Room received over \$3,350 in grant funding for summer programming and activities, and collection development. In addition, with support from CLIF, we are expected to receive free books for 120 children.

COMMITTEE REPORTS

A. Buildings & Grounds

- Union Street Porch: work to begin week of 6/6/23
- Bradford Garden: awaiting work schedule from Pembroke Landscaping for the restoration of the garden.

- WindowDressers: conversation will resume on the proposed window insert project after grant funding for the HVAC system replacement is secured.

B. Other: Board Committee Assignments

- As a reminder, chairs of the standing committees (Buildings and Grounds, Finance, Long Range Planning, Fundraising/Development, Nominating, and Personnel and Policies) were asked to convene a committee meeting (virtual or in person) to review each committee's mission statements and report at a future meeting.

OTHER BUSINESS

- Bruce Smith, retired educator, was invited to join the Board. Bruce's nomination was accepted and unanimously approved.
- The need for external wayfinding signage was discussed. It was agreed that permanent signage should be addressed when renovations/upgrades are made to the Silver Street entrance to ensure cohesive branding (colors, font, etc.); however, PJ will work with GVH Studios to design temporary signage for our sandwich boards.

BOARD MEETING SCHEDULE:

- Lynne to share new fiscal year meeting dates with Board

Respectfully submitted,
PJ Venti