

**Bennington Free Library  
Board of Directors  
Meeting Minutes May, 16, 2023**

**MEMBERS PRESENT:** Mike Munson, Jon Goodrich, Jackie Marro, Susan McKenna, David Newell, PJ Venti, and Lynne Fonteneau-McCann (Executive Director)

**MEMBERS ABSENT:** Kelley Legacy, Norma McShane, Michelle Wiegers, Jeannie Jenkins (Select Board Liaison)

**CALL TO ORDER & APPROVAL OF MINUTES:**

- Minutes from the March 21, 2023 Board of Directors Meeting were approved unanimously.

**FINANCE REPORT:**

A. Annual Fund

- As of 5/11/23, \$60,758 had been received from 290 gifts or 110% of the \$55K goal; and we will comfortably exceed the goal set for FYE 2023.
- The fundraising goal for FY 2024 has been increased to \$60,000.
- Board members were charged with sending handwritten reminders to LYBUNTS (those donors who gave last year, but not this year) asking them to consider making a gift to the BFL by our June 30th fiscal year end.

B. Revenue and Expense Reports

- We are at 82% of budget-to-date, and expected to meet budget for the year.
- With no further discussion from the board, the R&E reports were approved.

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

- National Library Week (4/24-4/30) was celebrated with various library activities.
- The Patron Survey was mailed/emailed and posted on the library's social media sites; Lynne will share results with the Board at a future date.
- Craft Supply Swap was a great success and will be held annually.
- Johanna Frederickson accepted the position as Children's Librarian the Children's Room. This is a time/share position with Linda Donigan.

**COMMITTEE REPORTS**

A. Buildings & Grounds

- Union Street Porch: The Building Permit was received; conversations with the Historic Preservation Committee continue.
- Bradford Garden: The Board voted to accept the \$15,000 bid received from Pembroke Landscaping for the restoration of the garden. \$9,000 has been received via gifts for the project, and the remaining balance will be covered with library savings. It was noted that any additional expenditures beyond the \$15K

estimate will need to be reviewed and approved by the Board before further work is commenced.

- WindowDressers: It was agreed to table any discussion on the cost estimate and volunteer commitment for the proposed window insert project until grant funding for the HVAC system replacement is secured.
- ARPA Grant: No further information on grant deadline dates have been posted by the VTLIB

**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**

- Nominations for new Board members with experience in the areas of mental health and wellbeing were discussed. Dave Newell and Mike Munson will reach out to two proposed candidates and if there is interest, names will be presented to the Board for a full vote.
- It was also discussed that adding a Board member who is a patron of the Children's Room would bring value to the Board. Lynne will ask Linda for recommendations.

**BOARD MEETING SCHEDULE:**

- The Annual Meeting will be held on June 6, 2023 at 6pm at the Library. Instead of a potluck dinner, Board members volunteered to bring hearty hors d'oeuvres and desserts.

Respectfully submitted,  
PJ Venti