



Brunswick Community Library

BOARD OF TRUSTEES MEETING MINUTES

February 20, 2024 - 6:00pm

The Brunswick Community Library provides access to life-long learning, resources, engaging activities, and an inclusive community space for all.

Attendees: Virginia Anderson, Alix Duggan, Sara Hopkins, Grace Kosinski, Annie Metzger, Matt Perfetti, Jennifer Shatz, Yusuf Silk, Andrea Wedler, Fred Wobrok. **Excused:** Therese Goyette, Debra Zaffuts. **Absent:** none.

Call to Order: 6:36p.m.

Approval of November 2023 Meeting Minutes: No requests for changes to the minutes. Motion to approve by Alix Duggan, seconded by Matt Perfetti. All in favor. None opposed. **Motion carried.**

Treasurer's Report(s) by Andrea Wedler: Passport income is up and all else is normal and on track. Motion by the Finance Committee to approve the November & December 2023 and January 2024 treasurer's reports, second by Annie Metzger. All in favor. None opposed. **Motion carried.**

Director's Report by Sara Hopkins: full report sent via email.

Building and Grounds Committee Report by Matt Perfetti: Tree preparation complete, including mulch and compost. Have to tarp the greenhouse. The garden group would like to take over the BCL garden. Discussion about purchasing a fence to surround the garden, B&G will research. Note that expenditures under \$300 do not require board approval.

Yusuf Silk raised a concern about difficulty seeing the area separating the driveway and grounds, especially at night. Discussion of possible reflectors.

Honor Garden should receive priority for 2024 projects. Kevin Mainello researched orders for the bricks in 2023. Fred Wobrock will review the options as chair of the committee in 2024.

Sara Hopkins is researching and seeking suggestions for cleaning services for the library. Grace Kosinski will provide a recommendation.

Fundraising Committee Report by Grace Kosinski and Alix Duggan: Our last fundraising letter effort raised a total of \$28,000.

Upcoming events include Garden Day, which is quickly followed by Fall Fest. Discussion about moving Garden Day closer to May on an annual basis.

Discussion about recreating the Friends of the Library. Fundraising committee to provide recommendations.

Human Resources Report by Jennifer Shatz: HR committee conducted the annual evaluation of the Library Director. Full report available on HR shared Google drive.

Discussion regarding the UHLS Equity Challenge was favorable. Fred Wobrock gave additional details of the program. Motion by Alix Duggan for BCL to participate in UHLS Equity Challenge, second by Jennifer Shatz. All in favor. None opposed. **Motion carried.** The HR committee will also serve as an *ad hoc* Equity Committee, and involve other committees as necessary.

Nominating Committee Report presented by Alix Duggan: Welcomed new trustees Annie Metzger, Yusuf Silk and Debra Zaffuts. Discussed annual trustee training to be conducted at the BCL in April 2024 after a brief board meeting.

We are still looking for potential trustees to keep “in the hopper.” Alix Duggan notes the importance of trustees advocating for the library in the community.

Technology Committee Report presented by Matthew Perfetti and Alix Duggan: Alix Duggan and Sara Hopkins will assist the new trustees with BCL google drive access and will decommission former trustee accounts.

Discussion of laptop replacement plan. Technology committee will discuss with UHLS IT department.

Old Business: The Memorial bench for Tom Mahoney is currently on display in the library with an honorary plaque. After speaking with Tom’s wife, we have a tentative plan to unveil the bench at Garden Day.

New Business: Annual forms for conflict of interest, committee rosters, and Town Council meeting sign-up completed by trustees.

Discussed the purchase of 20-25 new folding chairs. Sara Hopkins will research some options.

Next Brunswick Library Annual Meeting: March 19, 2024 at 6:00p.m.

Adjourn: Motion to adjourn made by Alix Duggan, seconded by Andrea Wedler. All in favor. None opposed. **Motion carried.** Meeting adjourned at 7:30p.m.

Minutes compiled by Jennifer Shatz