

**Brunswick Community Library**  
**Board of Trustees Meeting Minutes**

**April 19, 2022**

Attendees: Dan Casale, Maureen Cox, Alix Duggan, Marthe Ann Gabey, Sara Hopkins, Grace Kosinski, Jen Mainello, Kevin Mainello, Matt Perfetti, Anne Poleto, Jennifer Shatz, Kelley Triscari

Excused: Tom Mahoney

Call to order 6:08 PM

Approval of March 2022 minutes – Motion to accept by Maureen Cox; seconded by Alix Duggan; all in favor; motion carried.

Treasurer's Report – The financial statements were circulated via email. Income is healthy; checks were received from the Town and Stewart's. Passport income is way up. Expenses are within budget. The Finance Committee moved to approve the Treasurer's Report for March; seconded by Jenn Shatz; all in favor; motion carried.

Director's Report – The full report was distributed via email. Sara thanked Alix for hosting an art class and the upcoming figure drawing class. The Storywalk had 332 participants and the basket raffle raised \$125. Covid test kits and seed packets are being distributed. On 5/20, there will be a live music and dance class; this was held in 2019 and was one of the best programs. Marte Ann asked Sara about the use of the patron counts. Sara explained that they go into the State statistics to help funding. She noted that there was an increase in this year's State budget.

Committee reports:

Building and Grounds – Running power to the shed is the next project. Alix wants to try to get another quote.

Annual Appeal/Fundraising – The meal for Garden Day will be provided by Iron Works Grill. They will have a link on their website for ordering and will promote it. There will also be a pizza truck, bake sale, book sale, mulch, and children's activities in the back field. Jennifer Mann will hold a kokedamas class on a first-come first-serve basis. A Recovery Sports Grill fundraiser will be held on Thursday, 5/12. The letter for the Spring Appeal is ready and will be going out shortly; there are only 276 to mail.

Human Resources – The Facilities Use, Display Case, Computer/Internet Use, and Circulation policies were reviewed. The suggested changes were circulated via email to the Board. Jenn

Shatz moved to update the policies as amended. Maureen Cox seconded; all in favor; motion carried.

Technology – No new updates. The Google docs demo will be conducted under new business.

Nominating – A potential candidate is observing tonight's meeting. We are looking to add two new people in 2023, as well as one now.

Old Business:

Girl Scout project – This is for the scout's Gold award. She did a seedling community program. The bulk of the construction would be in May. The plan is for a compost area behind the cement pad and some simple raised beds.

New Business:

Google Docs – Alix did an overview of the workspace. By next month's meeting, everyone should have their accounts set up and review the documents. The tech committee needs feedback on use. A more detailed training session will be conducted.

Vendor contract – the contract is general, but there should be a spot to include anything specific. It would mainly be used for the Fall Fest.

Fencing – having fencing along the sides of the property may minimize the debris that ends up on the back lawn. Sara will check to see if it would qualify for a construction grant.

Gutter downspout extensions – they are missing, but Matt will look around.

Next meeting –5/17/2022 at 6 PM

Town Board meetings –5/12/2022 at 7 PM. .

Meeting adjourned at 7:29 PM as moved by Maureen Cox; seconded by Matt Perfetti; all in favor; motion carried.

Respectfully submitted,

Anne Poletto