

**Friends of Brooks Memorial Library**  
**Minutes of Board Meeting, May 19, 2021**  
Held online via GoToMeeting

Present: Cindy Hutcheson, Connie Kimball, Joyce Marcel, Sharon Myers, Kevin O’Keefe and Betsy Wagenknecht

Others present: Courtney Carey, Starr LaTronica and Jeanne Walsh for the library

Guests: Sirkka Kauffman, Bob Oeser and Ann Varilly

Meeting was called to order by Joyce Marcel at 4:35PM

Minutes of the April meeting were reviewed. Sharon Myers moved the minutes be accepted, seconded by Joyce Marcel and so voted.

**Treasurer’s Reports**, presented by Connie Kimball

*Monthly Report*

- 04/01/2021 opening balance: \$47,020.52
- Income for the month: \$19.13 in interest on all accounts
- Expenses for the month: \$1,735.08
- 04/30/2021 closing balance: \$45,304.57

Betsy Wagenknecht moved the report be filed for audit, seconded by Joyce Marcel and so voted.

*Annual Report*

Despite the fact that we held no fundraisers last year due to the pandemic, we managed to maintain a healthy fiscal balance. This was due in large part to the fact that the library held no in-person events.

- Opening balance of 04/01/20: \$44,465.20
- Closing balance of 03/31/2021: \$47,020.52

Sharon Myers moved the report be filed for audit, seconded by Kevin O’Keefe and so voted.

**Budget FY 2021-2022**

The FY 2021-2022 budget was submitted, and a brief discussion followed. Betsy Wagenknecht moved to accept the FOBML budget for 2021-2022, seconded by Joyce Marcel and so voted.

**Slate of Officers 2021-2022**

The following slate of officers for 2021-2022 was presented:

- President- Joyce Marcel
- Vice-President- Sue Dyer
- Treasurer- Connie Kimball
- Secretary- Karen Duggan

Sharon Myers moved to accept the slate, seconded by Cindy Hutcheson and so voted.

**President’s Report**, presented by Joyce Marcel.

- Karen Duggan will be returning to the Board in August, resuming the role of Secretary.
- Please notify Joyce Marcel if you will be unable to attend a meeting, as quorums still need to be met for items to be voted on.
- Betsy Wagenknecht will no longer be on the Board but is planning on staying involved.

- Courtney Carey will be leaving her position. The Board is grateful for all the help she has provided to the Friends. There will be a goodbye party on Thursday, May 27, 4-5pm outside the library.
- Acorn is in corporate negotiations and will not be continuing our current service. We will follow up when they have finalized their negotiations. This has been a very popular service that the Friends have provided, and we would like to continue it if possible.

### **New Newsletter Format**

The last newsletter was sent out on May 15th attached to the regular library newsletter. It was sent out to about 10,000 people and opened by about 700. The process went well, with Joyce Marcel, Kevin O'Keefe and Margot Mayer working on it together. They will continue to do this each month. Several of the staff members will assist with this until a replacement is hired for Courtney Carey's position.

### **Ice Cream Social**

There was a long discussion about the feasibility of this fundraiser. Several points were made:

- Friendraiser/Fundraiser
- Free for Friends to attend, but charge for ice cream
- Ice cream and lawn activities by tickets
- Raffles
- Will there be donations by sponsors?
- Cindy Hutcheson, Kevin O'Keefe and Sharon Myers will do research on this. Ice cream from Ben & Jerry's, Vermont Gelato and Blueberry Haus. C&S also does donations.
- \$75 to rent the shelter at Living Memorial Park. This is arranged through the Parks and Rec Department.
- Sometime in August would work well. Weekdays are better. August 19 was discussed as a possible date.

### **Scarecrows**

No news to report. Waiting for Amity DeAngelis to contact local artists.

- Guilford and Bernardston both do this.
- How does it become a fundraiser? Would we need sponsors?
- Two suggestions:
  1. People could come to the library and pay to build one with the Friends providing all the supplies.
  2. They could build their own at home and bring it to the library. They would then pay to enter their scarecrow in a competition.
- Starr LaTronica has found a very good book for making creative scarecrows.
- Cindy Hutcheson is the point person for this.
- Look at dates in October and discuss it at next month's meeting.
- Next Board Meeting

The next meeting will be live, with masking protocol, to be held at either the library or the Selectboard room at the Municipal Center if acceptable.

### **Library Report, presented by Starr LaTronica**

- Materials are no longer being held in quarantine.
- New hours beginning next week: 10AM - 5PM, except Wednesdays (12PM - 8PM) to accommodate the Wednesday morning Children's programs.

- No appointments are needed, but visits are limited to 20 minutes.
- Magazines are now available.

**Foundation Center Funding Report**, presented by Jeanne Walsh

Jeanne Walsh requested that we continue funding this service, as we are currently the only site in Vermont that offers this premiere national resource for non-profit funding.

- The professional edition can only be accessed in person.
- Despite Covid restrictions, usage went down very little:  
April 2019-April 2020: 554  
April 2020-April2021: 540
- More publicity is needed to increase usage. Jeanne Walsh is working with the town sustainability coordinator, and he is using his contacts to get the word out.
- There is a new online form on the website which makes it easier to fill out a request for funding.
- Jeanne Walsh recently got the Foundation to reduce their price from \$3,000 to \$2,500.
- The Friends have been funding this program for the last 3 years.

Betsy Wagenknecht made a motion to continue this funding, seconded by Cindy Hutcheson and so voted.

**Staff Requests**, presented by Starr LaTronica

Starr LaTronica requested reimbursement by the Friends for the library's purchase (\$246.05) of a large inflatable movie screen which comes with a pump. A screening of The Hate U Give will be shown on the Upper Common on Friday at 8PM using this screen.

Cindy Hutchenson made a motion, seconded by Joyce Marcel and so voted.

As there was no further business, the meeting was adjourned at 5:55PM.

Respectfully submitted,  
Betsy Wagenknecht, Acting Secretary