

Craftsbury Public Library
Board of Trustees Monthly Meeting
November 6, 2023
6 - 7:30 p.m.

Next meeting

Monday, December 4, 2023

Present

Ann, Alan, Susan, Allison (virtual), Marc, Jan, Ailynne (left at 6:30)

Absent

Misty, Steve, Kim

Call to order

Jan calls to order at 6:02

Additions to the Agenda/Other Business

None

Public Comment

None

Approve minutes of last meeting

Ann moves to approve. Alan seconds. Unanimous approval.

Financial Report

The endowment has taken a bit of a hit this past month. The other change we made was to break out fundraising expenses as separate lines each time. That was at the recommendation of our accountant. Jan could come to the meeting with One Day in July in January (as a library Friend, since her presidential term will be over). Ailynne moves to accept the financial report. Jan seconds. Unanimous approval.

Librarian's Report

This is often a time of year when programming falls off a bit because there is a lot of end of year reporting. That is not the case this year, programming continues strong!

Homeshare Vermont is doing an informational session because they're going to expand their coverage to include this area.

Susan has been editing and updating the patron list in preparation for mailing the annual appeal letter. Other success stories of the month: 145 books given away at Trunk or Treat,

Ailynne had to leave. Jan took over secretarial duties. Thank you, Jan!

Working Group reports

Annual Appeal Letter

The Library Newsletter was discussed along with our Annual Appeal Letter. In addition to a mailing, the letter is featured in our Newsletter and on the Library Website.

The plan is to have volunteers prepare envelopes and stuff them for mailing before Thanksgiving. Any board member that would like to personalize specific letters to friends and neighbors are welcome to stop by the Library after this Friday, Nov. 10. The stuffed envelopes will be available before mailing.

Budget

The agenda for next month's meeting on December 4th will be important for each Board member. We will vote on salaries and our proposed Budget which have been emailed to each member. If you have any questions, you can call our treasurer, Ann.

Solar

A special Thank You goes out to Ned Houston for building a platform for the solar battery which will be installed before the end of the year.

Nominating Update

At the December meeting we will finalize the nominations of new Board Members for 2024. The January 9th Annual meeting will include electing new Board Officers, as well as organizing the Working Groups for the coming year.

Plan Fundraising Letter Mailing

See above, in Annual Appeal Letter.