

**R.K. Kittay Library
Trustee Meeting Minutes
April 19, 2021
7pm**

Members Present: Judy Zinn, Sarah Porter, Arlene Horn, Carey Braidt, Erica Shott, Peter Casenhiser and Director Casey Czahor

Not Present: Jean Nardi

Call to order at 7:06 by Judy Zinn

Approve February Minutes – Motioned by Arlene, Peter 2nd. No discussion. Motion carried.

Financial Report by Judy Zinn

- Jean has everything from Jane but didn't have time to get caught up on Quickbooks so no real report.
- The remaining CD will be rolled at the end of May.
- No official report, no need to approve.

Approve Financial Report – N/A

Directors Report -

- **Budget** – Casey worked on a budget and will present in an informational capacity. Everyone review and we can ask questions/discuss next meeting with Jean and vote on it.
 - **Past** – 2019 and 2020
 - **Proposed** – What we think for 2021
 - **Expected** – with income
- Discuss increasing Casey's budget from \$500 to \$800 (using some of the admin salary). No decision was made at the meeting
- Art kits are in the lobby from Vermont Economic and Arbor Day kits to hand out
- Technology grant – loan agreement in the works (awaiting board review)
- Audio subscriptions –we will use Dorset as ILL for patrons who request to download books
- Card group has resumed
- Book group (is anyone interested)? Arlene will check into this
- Possible yoga group, chess? Other ideas?
- Book donations – it's ok to accept donations on a case by case basis (if they are acceptable for the collection)
- Opening Plan – Wednesday/Saturday for now. In July we can open on Sunday. Casey will talk to the volunteers to see what they are comfortable with (re: working open hours)

Plant Sale: Carey is working with Candy in Wells and possibly Laura to supply various plants for a sale in Memorial Day. Working with old paperwork to determine quantities.

Vegetables/Hanging baskets? Shooting for Memorial Day weekend. Check to see if the Firehouse is available.

Old Business:

- **Finance Committee Update**
 - Had a discussion with the investor from the Vermont Group to review any forms/policies/information.
 - The board needs to decide on a benefactor for the library just in case. Keep it with the town (agreed by all)
 - 60% securities, 30%, 5% into Vermont and 5% alternatives. This is the one change to the policy the board reviewed last meeting.
 - Are we willing to take the loss of interest in the last one to get it in early? No, we will wait until it expires at the end of May.
 - If any one questions the amount of the endowment or what we're doing with that money, we should let them know it's being invested back into the town by improving the library.
- **Golf Tournament**
 - First Sunday in June
 - Jean needs help with hole sponsors and player solicitation
 - Arlene does the Tee Cup auction
 - **Contact Jean if you want to help. Ideas for hole sponsors.**

New Business:

Budget – everyone needs to review (from Casey)

Graduation awards – 6th grade – we gave out 2 last year. \$25 gift card Northshire Bookstore. Principal and 6th grade teachers decide who gets the awards.

High school award/scholarship – no one has applied last year. \$250. Goes to Rupert resident, no matter where they're graduating from. Chosen based on volunteer work and essay. Sarah will help find out who are the seniors are to send them information.

Spring Fundraiser Committee meeting May 3rd 7pm

Sarah makes a motion to go into Executive Session. Carey seconds the motion.

Adjourn 9:08 pm Motioned by Arlene/Peter 2nd. Motion carried.

The next meeting will be on May 17th

Submitted by Erica Shott