

Minutes of Trustees' Meeting
Olivia Rodham Memorial Library
Monday, April 18, 2022, 3:00 pm
Meeting will be held in person and electronically on Zoom

Call to Order at 3:09 pm

Roll Call: Kris Finnegan, librarian; Anita Flanagan, Chairperson; Lew Derby, Treasurer; Gretchen Ezell; Jan Perry; Sara Merean; Judith Putzel (alternate); Karen Hersey (alternate)

A motion was made to approve the March 21, 2022 minutes, motion seconded, motion passed. March minutes were approved.

Raymond James Financial Presentation by Josh Houle via Zoom.

A review of the Raymond James Investments was presented. There is still good expectation for growth amidst uncertainty over the financial markets. The Board of Trustees made no changes to the Investment Policy Statement. Market value of investments with Raymond James was \$110,436.08, with positions in cash, bonds, equities and alternate investments. Lew noted that we have no questions regarding the portfolio.

The question was raised regarding fiduciaries from the Board of Trustees. It was determined that two fiduciaries would be listed on the Raymond James account, the President, Anita Flanagan and the Treasurer, Lew Derby.

Josh Houle sent the Meeting Agenda and Review of the accounts to Lew Derby. This presentation was wrapped up and the Zoom portion of the meeting ended.

Treasurer's Report

Lew Derby provided the March 31, 2022 Library Income, Expenses & Balances Report. Expenditures are under control, memorial gift books will be bought for 2022. Kris noted that the Mary Fiske Eliot Fund in the Library Trust Accounts has a balance of \$500 for gardening books. Kris also stated that it would be helpful to know the amount of money that should be spent from each Memorial Trust Fund Yearly.

A motion was made and seconded to trigger the amount to be used from each fund via the Treasurer's Report. Motion passed, Motion was approved.

Corresponding Secretary Report

Gretchen reported that a Thank-You was sent to the Friends of the Olivia Rodham Library for a \$1,000 donation to the Library.

Librarian's Report

Yoga for kids at the library was offered on Saturdays in March. The sessions were not attended and were discontinued. Four Storytime events were presented via Facebook Live

on consecutive Wednesdays in March. There were four Zoom programs offered: Quest for Happiness, Understanding Ukraine, Frank Lloyd Wright, and Age of Champions (Health and Wellness Fair).

The Nelson Library, with help from the Friends of the Library, chose four boxes of children's books from our sale books and the library stacks to send to Malawi to help school children there learn english. This was done in conjunction with the Wilmot, NH Library. Library Trustee, Sara Marean has a connection to Wilmot, NH. Kris Finnegan, librarian, agreed to write up a short article for the "Black Fly Express" about the book donations.

Policy Review

The Library Health and Safety Protocols were reviewed and a motion was made and seconded to keep the Protocols in place. The motion was passed and the Library Health and Safety Protocols were approved.

The Library Volunteers Service Agreement was approved at a prior meeting. The Policy underlying the use of Volunteers in the library was taken up as New Business. Karen Hersey agreed to draft a revision to the current Policy and present that revision at the next Board meeting in May.

The Board agreed to set a goal to go through the Library Policy Manual and review a different policy at each Board Meeting.

New Business

Gretchen noted that the library picnic tables should be set up for the season. This will include sealing them, placing them back into position in the back lawn, and installing the umbrellas. Gretchen will check with Edie Drinkwater of the Town Hall regarding this process.

Gretchen also noted that she will help with placing mulch on the front garden beds.

Adjournment

A motion was made and seconded to Adjourn the meeting. The motion passed and Adjournment was approved. Meeting adjourned at 4:35 pm.

Next Meeting will be held on Monday, May 16, 2022 at 3:00 pm. In person and Zoom format

Respectfully Submitted,

Jan Perry
Recording Secretary