**Nelson Library Board of Trustees Meeting – Tuesday, September 10th, 2019**

Call to Order 5:42 PM

Roll Call:  Kris Finnegan, Kathleen Vetter, Lew Derby, Susan Peery, Laurie Smith, Russ Thomas & Gretchen Ezell (alternate)

  Lew moved to accept August minutes as amended.  Susan seconded.  August 2019 minutes were approved..

.**Librarian’s Report**:

Kris has stopped GTC.  The new phone and internet system with Fairpoint (Consolidated Communications?) is installed and working well.

Upcoming programs include:

**9/23 - Monday at 10:30 - Monadnock Outreach**- history program presented by Monadnock State Park interns

**9/30 - Monday at 10:30 - Monadnock Outreach** - geology program presented by Monadnock State Park interns

**12/14 - Kathy Schillemat -**Decorating shelf fungus

To receive ORML’s email events list sign up at the desk.

Library rugs were cleaned for the first time in seven years!  Trustees suggested scheduling yearly rug cleaning after the summer forums.

Kris will revisit checking in with Matthew Hale re using Square Space for the library website.

**Correspondence:**Russ and Gretchen will work together on library trustee correspondence.  They will arrange printing more stationary.  Kris gave Susan Marcia Sexton’s address so Susan can contact her re memorial funds.

**New Business:**We moved on to new business at Judy Waterston’s arrival.  Judy had agreed to talk with us about fundraising.  She suggested that we look first at the people who have made gifts annually or through memorial funds.  Fundraising is based on relationships.  She suggested that we come up with a letter to send past donors and write an article for the Grapevine highlighting what the library does for the community and introducing the idea of gifts made through a will or estate.  She suggested that we send a letter OR place an article in the Grapevine every year and talked about creating a planned giving campaign that would list the names of donors.  We could use “Legacy Society” or another label.  In other organizations that Judy has worked with two people would go together to visit elderly supporters.  She suggested approaching potential donors about including ORML in their will or estate.  We have a wonderful story to tell about the library.  We could ask people to consider making a gift in honor of someone, either for a special occasion or as a memorial gift.  “We’re not asking you to give $1,000 but just to make a provision for the library.”  She suggested taking a sample codicil to a will that potential donors could take to their attorney.  Susan will start by creating a short article for the November Grapevine about ORML starting a legacy foundation, something on the idea of “If you’re updating your will, consider the library”.  Next year we’ll send a letter to donors.  This will give them someone to contact.  This is not a capital campaign.  The gifts that we would like the most are unrestricted gifts.  Judy is currently heading up Apple Hill’s planned giving.  They found a sample codicil online and have an Apple Hill fact sheet, one page of talking points.  Other suggestions from Judy:  Helping the library to grow and develop in order to meet the needs of the community; using the ORML Facebook page and website; looking at what other libraries are doing for planned giving; “I’m planting a seed - maybe it isn’t the right time”; something to live on past ourselves; thanking past donors for what they have done.   Judy is willing to look at whatever we come up with.  Lew & Kris wondered if there might be resources through the Library Trustees Association. We’ll revisit planned giving at our next meeting.

**Old Business:**Marigolds and sunflowers in front of the library are looking great.  Next year we’ll budget $50 for annuals for the garden.  Susan and Laurie asked Wayne if he could clean everything above head level in the library but he is overwhelmed by his duties as town sexton.  Consider a cleaning service once a year.  There is money in Wayne’s budget that he doesn’t use.  Get an estimate from a cleaning service.  Laurie & Gretchen will talk with Edie about possibilities.  It would be nice to have a cleaning service come in before winter.  The library mini splits need to be vacuumed.  Kathleen offered to do this.

**Treasurer’s Report**:

Checking account balance is $3,457.48.  TD Bank Memorial Fund balance is $25,585.40. Raymond James Memorial Fund balance is $87,123.08.  Lew pasted out a first shot at an ORML Trust Fund spreadsheet.  Laurie, Lew & Susan will go through the files downstairs on Wednesday, 9/18 at 3:00 to pull more information for this spreadsheet.

Susan moved to accept the treasurer’s report.  Laurie seconded. Treasurer’s report was accepted.

Susan moved that we adjourn.  Laurie seconded.

Meeting adjourned at 7:05 PM

Next Meeting Tuesday, October 8th, 2019, at 5:30 PM

Respectfully submitted, Kathleen Vetter