

Millbrook Library Board of Trustees  
Minutes of meeting April 19, 2022, 7 pm  
Millbrook Library Bennett Room

Present: Jodi Fernandes- President, Mark Vila-Treasurer, Trustees: Elizabeth Vila, Kim Moffit, Kay Bishop, Megan Brandow-Fuller, Jeff Zelevansky, Library Director Courtney Tsalis:

Absent: Father Matthew Calkins-Vice President, Kari Capowski, Secretary Michael Sloan, Sarah Gonzalez,

Visitors: Meredith Tiedemann--Bank of Millbrook, Abbey Gallagher--Children's Literacy Coordinator

1. The meeting was called to order at 7 pm with a quorum present.
2. Investment report--Meredith Tiedemann, Senior Vice-President, Bank of Millbrook

Ms. Tiedemann presented the Millbrook Library Endowment Review

\*\*Attached

Highlights of the presentation:

- These are difficult times for investing for reasons relating to the global economy, inflation and a predicted possible recession.
- Discussion of the case for diversification in investments
- Discussion of the Millbrook Library Tribute Fund performance
- Discussion of the Millbrook Library Trust, which has historically done very well. In a difficult economy it is expected to at least remain stable.

3. The March 2022 meeting minutes will be approved at the next Library board meeting

4. Library staff report--Abbey Gallagher, Children's Literacy Coordinator

Ms. Gallagher will be leaving to pursue graduate studies at Stony Brook University. Library Director Courtney started the discussion by expressing appreciation for the work Ms. Gallagher has done to expand the Library Children's Program and stating that Ms. Gallagher will assist with hiring a new coordinator who will be able to continue to expand the program. Ms. Gallagher discussed the important aspects of her job, including being a performer at programs, behind the scenes ideas for programs, working on the children's collection development. Some qualities needed for a Children's Coordinator position are performer at activities, knowledge of child development, and a love of children. Other qualities needed include:

- creativity and program planning skills
- getting ideas at conferences
- organizational skills
- community orientation
- social justice orientation
- collection development skills, displays and media
- knowledge of literacy development

5. President's report: there is none today

6. Library Directors Report

\*\*Attached

7. There were no correspondences or communications to discuss.

8. Financial Reports

The Finance Committee met today at 6:30 in the Bennett Room. Future construction projects were discussed.

February and March bills were unanimously approved.  
Financial reports were unanimously approved.

\*\*Financial reports are attached.

9. Committee reports

- a. Building and grounds: plans for construction and repairs are progressing.
- b. Development and Fundraising: planning progressive dinner on September 17.
- c. Long Range Planning: no report.
- d. Nominating committee: no report
- e. Personnel: is looking for a new fulltime Library Children's Coordinator, see above.
- f. The Policy Committee will be meeting this month.

10. There is no new business

11. There is no unfinished business

12. Motion to adjourn unanimously approved at 8:15.

Respectfully submitted,  
Kay Bishop, for Kari Capowski, Board Secretary

Next meeting: Tuesday May 17 at the Millbrook Library Bennett Room