

**Millbrook Library Board of Trustees**  
Minutes of meeting May 17, 2022- 7 pm (via Zoom)

**Present:** Jodi Fernandes, President, Father Matthew Calkins, Vice President, Mark Vila, Treasurer, Kari Capowski, Secretary. Trustees: Sarah Gonzalez, Jeff Zelevansky, Kim Moffit, Elizabeth Vila, Michael Sloan, Nicole Anderson, Megan Brandow-Fuller and Library Director Courtney Tshahalis

**Absent:** Kay Bishop

1. The meeting was called to order at 7 pm with a quorum present.
2. The March and April minutes will be approved at our next meeting.

**3. Financial Report**

The agenda was modified slightly to accommodate an early departure and Mark presented his report (attached). A motion was made by Jodi to accept the financial report and was seconded by Jeff. All approved. The April 28<sup>th</sup> and May 12<sup>th</sup> bills were reviewed and Mark made motion to accept those bills. Jodi seconded and all approved.

**4. Presidents Report**

Jodi reported that Kay will be needing to step down as the Friend's liaison. We will be looking for someone to fill that position.

**5. Library Director's Report**

Courtney presented her report to the board (attached). In addition to the report, Courtney requested the board vote on the Spring Appeal letter. A motion to approve The 2022 Spring Appeal letter was made by Jodi and seconded by Elizabeth. All agreed. Courtney stated that she is hopeful we will fill Abby's position by June, she will get back to the board with the Grace/Kristen agreement and shared some personal news that in August she will be starting a PHD course which she says will "not affect her work too much". The board expressed their excitement and support.

6. There was no communications or correspondences to discuss.

7. Committee Reports

- (a) ***Building and Grounds-*** Michael stated he would like to be present at the upcoming walk thru.
- (b) ***Development/Fundraising/Friends*** Megan reported that a date has been set for our Progressive Dinner. It will be held on September 17<sup>th</sup> at the Millbrook Winery with hosts for the dinners in private homes following already booked.
- (c) ***Long-Range Planning*** Nothing to report
- (d) ***Nominating*** Nothing to report
- (e) ***Personnel*** Nothing to report
- (f) ***Policy*** Nothing to report.

8. There was no new business.

9. There was no unfinished business.

10. There being no further business to discuss, Jodi made a motion to adjourn.  
Kim seconded, and all were in agreement.

Respectfully submitted,  
Kari Capowski  
Board Secretary

Next Meeting- Tuesday June 21