

Millbrook Library Board of Trustees

Minutes of meeting January 24, 2023 - 7 pm

Present: Jodi Fernandes- President, Matthew Calkins-Vice President , Mark Vila-Treasurer, Kari Capowski-Secretary, Kay Bishop, Sarah Gonzalez, Megan Brandow- Fuller, Michael Sloan, Library Director Courtney Tsahalis and Meredith Tiedmann from the Bank of Millbrook Trust Department

1. The meeting was called to order at 7 p.m. with the full board and quorum present.
2. Meredith presented her quarterly report with updates on our investments as well as the state of the market in general. She presented on the “soft landing”, tech companies, recessions and interest rates. Our Tribute fund has been running high in cash and \$30,000 was transferred last week. We have two bonds that are coming due. Our returns were down 9% last year. There were a few questions from trustees. Meredith was thanked for her report and she will be back next quarter.
3. Jodi made a motion to approve the December 2022 meeting minutes. Matt seconded and all approved
4. President’s Report

In her report, Jodi stated that Jeff, whose resignation was previously discussed, as well as Nicole and Elizabeth were resigning, effective immediately. Sarah will also be resigning at the end of her term. Jodi said “thank you to all for their service to the library”. She also let everyone know that Rebecca from MHLS will be holding a 90 minute new trustee education seminar and that she has a few ideas to focus on during that training including building a board and committee work.

5. Director’s Report

In addition to Courtney’s (attached) report, there was a brief discussion and building updates with Michael and Courtney let the board know that the bid document will be ready for board review at our next meeting.

6. There were no correspondence or communications to discuss.

7. Financial Reports

Mark stated that nothing really stood out and he will have more next month.

Mark asked the board for any discussion and then approval of the December 21st and January 5th bills. Mark made a motion to approve both sets of bills. Kay seconded. All approved.

8. Committee Reports

(a) ***Building and Grounds-*** nothing to report

(b) ***Development/Fundraising/Friends-*** nothing to report

(c) ***Long-Range Planning-*** nothing to report

(d) ***Nominating-*** Kari reviewed potential new trustees with the board

(e) ***Personnel*** -nothing to report

(f) ***Policy-*** Courtney reviewed changes to two policies. The most notable change being patron's rights to challenge a book or event/programming at the library. Jodi made a motion to accept the changes to both the Programming Policy and Collection Development. Kay seconded and all approved. Next, Courtney asked if there was any discussion or questions regarding the Photography, Filming and Videography Policy. Jodi made a motion to accept this policy. Kay seconded and all approved.

9. For new business, it was explained that a new construction account was opened with the state grant money (\$362,000) which will most likely be closed once the funds are used.

11. There was no unfinished business.

12. There being no further business, Jodi made a motion to adjourn. Kay seconded and were in agreement. The meeting was adjourned at 8:20 pm.

Respectfully submitted,

Kari Capowski
Board Secretary