

Manchester Community Library
Board of Trustees Regular Meeting Minutes
Wednesday, April 10, 2024

The Manchester Community Library is open to all as an inspiring gathering place for the community, providing opportunities and resources for personal enrichment and growth.

Trustees Present and Constituting a Quorum: Amanda Baer, Melissa Bell, Rhonna Cass, John Clark, Fran Fauver, Ann Graham (remotely), Peter Kinder, Katherine Monahan, Liz Perkins, Jeff Spencer

Trustees Absent: Margi Putney

Staff Present: Edward Surjan

Call to Order: President J. Clark called the meeting to order at 4:01 PM.

Consent Agenda: P. Kinder moved, seconded by M. Bell, to accept the consent agenda.

J. Clark pointed out the inclusion of Facilities Committee meeting minutes, signaling the resurrection of that standing committee under J. Spencer's leadership.

Executive Director Report

E. Surjan elaborated on his Executive Director report, providing details on fundraising prospects by fiscal year-end; slow ticket sales to date for the Stannard fundraising concert at SVAC; website re-design; Hunter Room acoustics (work now scheduled for Fall 2024); amendments to the Library Dashboard following its unveiling at the February Board meeting; discussion among staff about MCL's core values following the Board's work at the November 2023 retreat; progress on hiring a new Children's librarian; and the second installment (\$10,000) of the ALA's grant to improve accessibility to the Library. Additionally, A. Baer reported to the Board about the Frances Skinner event held on March 1, 2024, for women specifically, many of whom have had little contact with or from the Library.

Finance Report

R. Cass reviewed the FY24 budget that reflected and forecast results for an 11-month fiscal year ending on June 30th. R. Cass then asked for a motion to approve a Community Engagement

survey with a cap of \$15,000 going forward. M. Bell made the motion, seconded by F. Fauver. The vote was unanimous in proceeding with the survey. R. Cass requested a motion to approve spending \$5,000 to repair the parking lot lighting. The motion was made by J. Spencer and seconded by A. Baer. The motion passed unanimously.

Governance

M. Bell shared resources from the Vermont Department of Libraries with the entire Board as part of Governance's ongoing commitment to Board education. The resources included a brief video and a chart, along with directing Board members to a complete listing of relevant Listservs related to libraries in Vermont.

New Business

J. Clark asked for a motion to move into Executive Session. P. Kinder made the motion, and R. Cass seconded it at 4:55 p.m. Bell made a motion to leave Executive Session at 5:47 p.m., and F. Fauver seconded it.

Adjournment: The meeting was adjourned at 5:49 pm.

Next meeting: Tuesday, June 11, 2024, at 4:00 p.m.

Respectfully submitted,

John Clark

President