

**Bent Northrop Memorial Library**  
**Trustee Meeting Minutes**  
**2-11-10**

**Present:** Amanda Forbes, Kristen Hughes, Terry Hale, Albert Tetreault, Bet Howrigan, Julie Wolcott

**Visitors: Friends of the BNML:** Sonja Dodge and Bridget Rivet gave an update on the Friends of the Library "Fairfield's Garden of Verses" self guided garden tour. Ticket sales to date are impressive. They are soliciting sponsors who wish to advertise in the tour booklet and who wish to donate products for the box lunches. Income from the ads will offset the cost of the event so that all proceeds can go to the Library. They are looking for volunteers to help with a gardener/trustee pot luck supper, prepare the gardens, box lunch committee and parking on the day of the event. The Friends of the Bent Northrop Memorial Library are now incorporated. The Trustees expressed their appreciation for the work of the Friends!

Kristen and Julie will write a letter for the tour guide. Due by May 1<sup>st</sup>.

**Morgan Stanley/Smith Barney:** Suzanne Shepard and Mark McGinn presented a performance review of and recommendations for the Library's investments. **Motion** (by Bet, second by Terry): **The Trustees authorize Amanda to sign the agreements to invest \$150,000-200,000 of the library's equity funds in dividend paying stocks.** Unanimously passed

**Additions to the agenda:** none

**Approval of 1-21-10 minutes:** approved as written

**Approval of Tri-Board minutes:** approved with attendance clarified

**Treasurer's Report:** Amanda reported that the unemployment compensation issue was resolved. She requests that we simplify the hiring of substitutes. **Motion:** (by Julie, second by Bet): **Kristen is authorized to draft an advertisement and write a job description for a substitute to work regular public library hours when Kristen is not available.** Unanimously approved.

Amanda got advice on the wording of the article in this year's warning from the VT League of Cities and Towns. The article should mention the total budget and the tax payer liability.

Winston Sargent's will left BNML funds free to use as the library wishes.

Fredrika's will is a permanent endowment

**Librarians Report:** Kristen provided the Trustees with a written report. Also, Kristen showed power point slides of the library's growth in patronage and programs. She will track teen use more closely.

**Old Business:**

**By Laws:** Next meeting

**Personnel Policy:** next meeting

**Town Meeting Presentation:** Bet will work on BNML's portion

**New Business:**

**Questionnaire/Survey:** Julie will circulate a draft to be ready for Town Meeting

**Communications/Announcements:** none

**Other Business:** none

**Agenda Items for next meeting:** By-laws, personnel policy, timeline for new library

**Adjourn:** 7:55 pm