

**BNML
Meeting Minutes
June 17, 2014
3:30 p.m.**

Attendees: Jennifer Archambault, Susan Casavant, Amanda Forbes, Kerry Lambert, Albert Tetreault.

Visitors: Suzanne Shepard, Morgan Stanley
Bridget Howrigan Rivet

Absent: Laura Fulwiler

Call to order: 3:40 pm

Approval of agenda: Agenda was approved. Motions (KL, SC)

Approval of previous meeting minutes: Minutes from the May meeting were approved. Motions (KL, SC).

Treasurers' report:

Amanda presented the monthly financials.

YTD all budgeted revenues have been achieved.

YTD our operating expenses are at 40.97% of budget.

Discussed the AP approval process.

Librarian's Report:

No Librarian Report this month.

Old Business (Follow-Up):

Contract with All Seasons Cleaning is in place.

Kristen requested that she be able to purchase the Mac that she has been using as the Librarian. This requires further research and information before we can make a decision.

New Business:

Discussed the new public meeting law regarding the posting of minutes. Minutes must be posted on the website within 5 days. There are penalties if the minutes are not posted within this time frame.

Suzanne Shepard presented the quarterly financial information.

Suzanne started with a market update and proceeded to present the financial performance of the endowment and CD's.

Confirmed with Suzanne that we have the dollars needed for this year.

Suzanne will follow up with Amanda to determine how current cash from CD will be allocated.

Discussed the need to clarify with Kristen the continued role of the library in the On-line Farmer's Market.

Absent a librarian, discussed the need to confirm the July schedule and what needs the library staff and volunteers may have.

Executive Session

Full board and invitees (Amanda and Bridget) entered executive session at 4:45 to discuss personnel.

Ended executive session at 5:20

Meeting adjourned at 5:30

Agenda items for next meeting:

No specific agenda items were identified for the next meeting

Next Meeting: July 15, 2014