

**Kennett Library
Board Meeting Minutes**

May 17, 2022 Board of Trustees

✓ Barbara Bolton ✓ Gail Bowden ✗ Chris Britt ✓ Todd Bruce ✓ RuthAnn Deveney ✗ Margaret Egli ✓ Barbara Forney ✓ Dan Gannon ✓ Victoria Gilrane ✓ Michael Guttman ✓ Will Majarian ✗ Brenda Mercomes ✓ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓ Leah Reynolds ✓ Lee Sausen ✗ Thomas Swett ✗ Collis Townsend ✓ Jeff Yetter

15 present (20 Trustees)-Quorum achieved

Guests: Chris Manna, Mary Hutchins

Agenda items
OPENING OF MEETING/EXECUTIVE SESSION
The meeting opened with an Executive Session.
PRESIDENT’S COMMENTS
<p>Jeff announced that Tori will be resigning as Treasurer and as a member of the Board of Trustees. All in attendance thanked Tori for her service. Jeff made a motion that Lee Sausen be appointed as Treasurer. The motion was seconded by Brad. The motion passed unanimously and Lee was appointed as Treasurer.</p> <p>Since the last board meeting, LSA grant application “ask” has been reduced from \$1m to \$799k; furniture is apparently not eligible under the grant. Three other grant applications in preparation or submitted. Also, RACP grant was increased by \$500k.</p>
MOTION TO APPROVE THE APRIL BOARD MINUTES
Motion to approve made by Barbara B, seconded by Barbara N. The motion passed.
DIRECTOR’S REPORT AND CUSTOMER SERVICE STORY OF THE MONTH
<p>Chris announced that the BOT retreat will be June 11th from 9 am to 1 pm. Topics will include staffing, strategic plan, board role development, committee reorganization, and vision for a fully functioning library. Collection development policy draft has been updated. Brad moved to approve the updated collection development policy. The motion was seconded by Lee. The motion passed and the collection development policy adopted. Chris mentioned several challenges ahead as the library grows, including several operating policy changes.</p>
COMMITTEE REPORTS

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Agenda items

Personnel (Chris): Several new part-timers were hired.

Finance (Tori): 4Q21 and YE21: \$98k change in net assets (surplus). Expenses were close to budgeted amount. Investments did well in 2021. 1Q22: \$450k in operating cash. Revenue at end of Q1 was 29% of annual budget. Expenses were 22% of annual budget at end of Q1. Capital Campaign inflow in Q1 was \$865k, expenses \$1.5m. **Lee:** provided a report for April. Operating expenses were net negative \$40k for April. Trustees would like to see YTD numbers.

New Building (Brad): Footers and foundation walls have been poured. Steel arriving this week; steel work should be finished by July. Building occupancy still targeting May 10, 2023. Project total of \$21.7m has not changed.

Capital Campaign (Jeff for Collis): Patti LaBelle concert at Longwood in September. Upfront cost is \$130k, but projected profit is \$600k. **Motion to pay \$130k upfront costs made by Loren, seconded by Brad. The motion passed. Motion to pay \$5000 for Wygant wine tasting made by Barbara N, seconded by Gail. The motion passed.** Will be interviewing a marketing/support person tomorrow; cost would be \$10k. May come for a vote at the next meeting.

DevCom (Jeff): Arts Festival moving forward. Hoping to net \$25k.

Friends (Gail): Ticket sales for Shop 'n Dine have started. Trustees will be receiving 20 tickets to buy or sell. Bylaws of the Friends of the Kennett Library are included in the mailing. These bylaws will have to be approved by the BOT as Friends are considered a committee.

OTHER BUSINESS

ADJOURNMENT

Motion to adjourn made by Michael, and seconded by Barbara F. The motion passed and the meeting adjourned at 6:36 pm.

Respectfully submitted,
William R. Majarian, Secretary