

## **Date October 15, 2024 Board of Trustees Meeting**

✓ Barbara Bolton xTodd Bruce ✓Lenda Carrillo ✓ Margaret Egli x Barbara Forney ✓Dan Gannon ✓ Vicki Gehrt ✓Will Majarian ✓Brenda Mercomes xPattie Morgan Miller ✓Claire Murray ✓\_ Barbara Necarsulmer ✓ Loren Pearson ✓ Brad Peiper ✓\_Leah Reynolds ✓ Lee Sausen ✓Corrine Sweeney ✓ Collis Townsend

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*all 18 present (Trustees)-Quorum achieved*

Guests: Chris Manna, Filomena Elliot, Mary Hutchins

<b>Agenda items</b>
<b>OPENING OF MEETING/PUBLIC COMMENTS</b>
Brad opened the meeting at 5:00 p.m.
<b>PRESIDENT’S COMMENTS</b>
<b>MOTIONS</b>
<ul style="list-style-type: none"> <li>• Barbara Bolton made the motion to approve the September Board meeting minutes. Corinne seconded, the motion passed.</li> <li>• In order to meet the CCLS budget submission timeline we need to move the December meeting date up 1 week to December 10. Brad made the motion to move the meeting, Corinne seconded. All in favor.</li> </ul>
<b>DIRECTOR’S REPORT</b>
Highlights from his report: <ul style="list-style-type: none"> <li>• A few complaints have been received on the ALP program- referencing its use of tax dollars. Our communication objective is to current mis information and point out the benefits of this program.</li> <li>• Complaints have also appeared on our lack of an exterior flagpole. Funding prevented it being a part of the original building project, but we are looking at options to add one.</li> <li>• Chris reported on some of his learning from the Longwood coaching program.</li> </ul>
<b>GUEST PRESENTATION</b>
<ul style="list-style-type: none"> <li>• Filomena Elliot gave a report on the ALP program: Currently we have 16 classes per week with 289 unique students and 38 additional people being tutored. Results of this program include students earning GEDs, and becoming US citizens as well as career and earning improvements.</li> </ul>

**Kennett Library**  
**Board Meeting Minutes**

<b>Agenda items</b>
<ul style="list-style-type: none"> <li>Over its history many businesses have started, including some landmark area success stories.</li> </ul>
<b>PRESIDENT’S REMARKS</b>
<ul style="list-style-type: none"> <li>Brad covered the executive committee report.</li> <li>Last month Leah reported the need to step down as Personnel Committee Chair, Vicki volunteered to succeed her as chair. Brad asked for a motion to Approve Vicki as Personnel Committee chair. Barbara N made the motion, Margaret 2<sup>nd</sup>. All in favor.</li> </ul>
<b>COMMITTEE REPORTS</b>
<p>Finance (Lee) –</p> <ul style="list-style-type: none"> <li>Lee reviewed the detailed financial reports</li> <li>He shared the preliminary budget – he will schedule a working budget/finance committee meeting the week of November 11 – all Board members will be invited. Information will include staffing plans and other assumptions. Goal to approve budget at November 17 board meeting. If questions or adjustments delay that, it can be approved at the December 10 meeting.</li> </ul> <p>Building Operations (Brad &amp; Loren) –</p> <ul style="list-style-type: none"> <li>Brad reviewed the report and the list of open items to complete or repair. We will move to getting alternative bids on items unfinished by EDIS and if necessary will get these completed and withhold payment from future billing.</li> </ul> <p>Capital Campaign/Development (Mary) – Report provided.</p> <ul style="list-style-type: none"> <li>Mary reported that currently they are working on the annual appeal which will go out in late November.</li> <li>Discussed the intention to discontinue the Arts Festival- it requires many hours of work without as much return as anticipated.</li> <li>The Soiree has better potential – planning for that (probably early April) is beginning.</li> <li>We are getting contributions through EITC and will continue to provide information on this program.</li> </ul> <p>Nominating (Collis)</p> <ul style="list-style-type: none"> <li>He will be stepping down from the committee, Will to replace him.</li> <li>We are getting people come to us wanting to be on the Board. The committee shared Trustee job description and application. We are looking for certain skill sets and committee assignments- like Building operations where only Will and Chris will continue after January 1.</li> </ul>

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<b>Agenda items</b>
<p>Friends of the Library (Barbara Bolton)</p> <ul style="list-style-type: none"><li>• Next year will plan a bigger celebration of National Friends of the Library Week. This year the organization is building itself and finding its best roles to support the overall effort.</li></ul>
<b>OTHER BUSINESS</b>
<b>ADJOURNMENT</b>
<p>Barbara N. made a motion to adjourn the meeting at 6:12 p.m which was seconded by Barbara B.</p> <p>The next meeting is scheduled for November 19 at 5:00 pm. We return to the regular practice of holding the meeting both in person and via zoom.</p>

Respectfully submitted,  
Barbara Necarsulmer, Secretary