

# Board of Trustees, December 19, 2017

**Present:** Bill Benson, Doris Cowdrey, Becky George, Janine Greaves, Deb Klein, Joseph Ruggeri, Karen Larabee, Ellen Boyer (Director), Lisa Prolman (Ass't Director)

**Guests:**

**Public:**

*Meeting called to order at 5:18pm.*

- Changes/additions to the agenda -- none
- Public Comment -- none
- Approval of minutes from previous meeting
  - Joe moved to accept, Janine seconded; passed
- Friends Report
  - \$1,500 at last book sale
  - raffle hit \$4,000 goal for iPad and quilt
  - Annual appeal is at about \$14,000; just about highest ever; sent out reminder for end of the year
    - Friends are going to buy t-shirts for staff, trustees, Friends, and regular volunteers; will be sending emails out to order sizes; can wear them to meetings to make a statement.
  - New Business
    - Foundation Letter
      - John Howland is looking for a letter explaining why trustees gave seed money to Foundation
  - 2/10; 10am will be kick-off for 1000 Books Before Kindergarten program (encourages adults to read to children; Janice Bohonowicz fund); Astrid Sheckels has designed logo; Kay will be doing a script
  - Friends have given staff Greenfield Dollars as holiday gift
  - Poets Seat anthology book has been entered into the book of the year contest for the state
  - Discussion of letter and its purpose
  - Joe made motion to write letter, Bill seconded; passed
- Old Business and Committee Reports
  - Building Committee
    - Design review workshop comments will go back to the building committee for review
  - Foundation
    - Moving forward.
    - Communications committee is meeting regularly and working on materials to be handed out to those doing the asking
    - Friends and family committee is in process, headed by Jeane Canteen; Deb is also on committee
      - representation from Trustees, Building Committee, Friends, Foundation
      - will be kick-off of campaign
      - staff members will not be required to raise money or ask people to donate

- Concerns with performance of FDA; may end up doing some pieces but not all
- group went to go hear Libby Post at an MBLC event for libraries on wait-list
- Foundation has scheduled a meeting with Libby about materials and campaign; 12/27 at 4:30 -- location TBA
- National tax plan has implications for charitable giving
- Office space rent is going up by 25%; will be looking for alternate spaces; discussion of office possibilities
- Director's Report
  - Design review went well; thought plan is good, but suggested some tweaks; got information on how council has to vote on funding -- full price and get reimbursed; non-eligible costs should be covered by Foundation so don't have to go through bidding process and presents a lower total to council; value engineering comes in if council approves a lower figure
  - Discussion of on-line continuing ed course for trustees; decision to focus on book by person running the course
  - Will keep everyone posted on MBLC waiver process

Motion to adjourn made by Becky, seconded by Joe; Passed.

*Meeting ended at 6:10pm.*