**Bristol Library Board Meeting**

**Minutes**

**January 10, 2023**

**Call to Order**:  7:03pm

**Roll Call:** Ann Rogers Lane, Sally Healy Frank, Mary Jane Stoltz, Rebecca Keough, Nikki Lund, Piety Exley; and via zoom Lisa Moore and guest, potential trustee, Debbie Denome.

**Public Comment Time Allotment:**

No public comments this month.

**Secretary’s Report:**

Draft of the December Minutes were circulated on January 7th. The Minutes were approved as written.

**Manager’s Monthly Report & Statistics:**

The Manager, Piety Exley, emailed an extensive report to the board on January 4th.

She also attached a draft Annual Community report. This was approved by all and will be emailed to library members fairly soon.

The Bristol Hills Historical Society is nearing the finish line of a project entitled “History and Mystery: The Interpreted Folklore and Legends of the Bristol Hills,” which is illustrated by local artist Anna Overmoyer. Artwork is to be displayed in the Library and an official opening of the gallery to be held on 3 February.

Piety advised that Yoga is not covered by our insurance at the library.

The Trustee Training schedule will be emailed to the Board soon. Each Trustee is required to take at least two classes in the year, and to provide Piety with a printed certificate for the files.

Tom Stevens is to be asked to repaint lines in the parking lot. He said that the culvert should be replaced. It was suggested that Ron Wilson could donate a culvert and get a “deal” on having it installed by the Highway Department.

**Committee Reports**

**Finance Committee: Mary Jane Stoltz**

Finance Committee report tabled until next meeting.

**5-Year Plan Committee: Lisa Moore**

Lisa Moore reports that the holidays have caused this to fall behind planned schedule.

**Grant Committee: Rebecca Keough:**

Causewave status. Rebecca reported that she will be reaching out to set up a meeting with our committee (Rebecca, Ann and Sally) to advise Causewave what we are doing for the outreach.

Rebecca talked about the Libraries Transforming Communities Grant – a $10,000 grant which can be spent on multiple things related to disabilities and what we can do to assistant people in the community with disabilities. The application needs to be in by the end of February and Ann told Rebecca we could all help with parts of preparing it.

**Operations Committee: Ann Rogers Lane**

Long-time volunteer Jane Fisher passed away. Her family has requested memorial contributions be made to the Library. Recognition? Her obituary: <https://geneseesun.com/jane-e-fisher-january-3-2023/> . Sally to send sympathy card on behalf of the board.

We are still looking for new board members. Debbie Denome from Shimmering Light Farm & Renewal Center had been invited to the meeting with the intention of seeing if she would care to join the board. She was concerned that they have many programs at the farm at the weekends and that she would not be able to help the Library as much as she would like. Ann explained to her that we are not all available at weekends either.

The timing of the Annual fund-raising letter to the Community was agreed. Ann will arrange printing for the letter to go out in late February.

**Fundraising Committee: Board**

The Chicken BBQ fundraiser was discussed and it is thought that, if we have a sale in May, we could have another in August; although some members felt that the community was sick of chicken BBQ by late summer!

A proposed High Tea will be held around the 20th/21st May. Ann will check with Sheryl Mordini (Acorn Inn) regarding the space and attendance limits. Nikki and Ann will work on the event.

Bristol Fun Day is scheduled for 11th June. It is hoped that there will be Library t-shirts available for sale and for the staff to wear (similar to the tablecloths, with the tree logo).

Ann suggested wrapping chocolates for a Valentine’s Day fundraiser and, since all agreed it was a good idea, she will check into it.

**Policy Committee: Mary Jane Stoltz**

“First Amendment Challenges.” Ron Kirsop sent a template to Library Managers in November.

**Personnel:**

The Personnel Handbook developed by HR Works is still in progress – currently on page 50 and will have it mostly completed for review before the next meeting.

**Board Communications Committee: Sally Healy Frank**

The Google Drive is still being worked on.

Sally reported that she needs to get hold of the original charter for the library in order to add South Bristol as an area served by the Bristol Library.

Sally reported that she is up to date on thank you cards.

**New Business**

The date of the next meeting will fall on Valentine’s Day and it was unanimously agreed to change the date to 7th February. Ann will ensure the Pennysaver will carry a notice regarding this one-time date change.

The meeting was adjourned at \_\_\_\_\_\_\_\_\_\_\_? **-- does anyone remember the time as I forgot to write it down?!**