

Henry Carter Hull Library Board of Trustees Monthly Meeting

HCH Community Room and Virtual Meeting via Zoom

February 9, 2022 Meeting Minutes

Attendees: Richie Santanelli, Michael Valenti, Michael Brochu, Dianne Flynn, Mary Gilbert, Elizabeth Goldstein, Laurie Santos

Virtual: Dave Reynolds, Christina Acampora, Ken McDonnell, Bob Igo, Merideth Adler

Administrator: Maribeth Breen

Meeting was called to order by Richie Santanelli at 6:59.

- I. Minutes of the January meeting were approved as written
- II. No correspondence were discussed
- III. Treasurer's Report:
  - Dave reviewed the Library Investment Accounts & Meigs Trust balances worksheet. They were down slightly thru 1/31 but are up 7K to date from 1/31.
  - He also commented on the P&L Budget Performance – we are still on track to end the year on Budget.
  - Dave researched the fees being paid for the MEIGS trust. Essex Bank charges 40 basis points and Morgan Stanley charges 140 basis points.
  - We discussed the distribution from the MEIGS Trust but no changes were made.
- IV. Director's Report:
  - a. Maribeth met with Karl to discuss the proposed budget. He said that the increase in Salaries was out of line with the rest of the town personnel budget. The personnel line item was reduced by 10K.
  - b. She will send out the schedule for the town budget review to the board.
  - c. A \$2.5K grant was received from the Community Foundation of Middlesex County to do something for Kindness. We will be sponsoring, Take A Child to the Library event on 2/13/22. We will have a Ben & Jerry's truck on site to hand out Hot Chocolate. We will also be running a drawing for folks that complete the survey. A weekly \$25 gift card will be the prize.
  - d. The Benches that were on order will be coming in on 2/10/2022.
  - e. We have started to track the usage of Book CD's and DVD's.
  - f. We have a new part time maintenance person.
- V. Committee reports
  - a. Building and Grounds:

The committee (Michael B and Richie) met with Maribeth to discuss how they could support her. She mentioned the following areas:

- Getting the parking Lot project prioritized in the Town's Capital improvement projects
- She would like to get several trees removed. The trees in the islands in the parking lot and several dead/dying trees in front of the building.
- We also talked about the garden in the rear of the building. The walk ways need to be redone and other improvements to make it more usable.
- We talked about changes to the inside of the building but Maribeth would like to get the results of the survey that will be sent out at the end of the week before moving forward with any changes.

b. By Laws:

The draft copy of changes made by the By Laws committee was reviewed. The board was in agreement with changes made with a few suggestions. There was discussion about the proposed Articles to be added. Ken will provide Christina with wording for the indemnification section. The board was very thankful for the work done by this committee.

c. Personnel:

Work is in progress but nothing to report

d. Fund Raising:

Richie reported that they hope to have the Kentucky Derby fund raiser scheduled for the first Saturday in May.

VI. Old Business: No Old Business

VII. New Business: Richie established a Nomination Committee and assigned the following Members to the committee:

Michael V, Dianne, Mary and Michael B

They were charged with contacting each board member and developing nominations for VP and Treasurer by the September board meeting.

VIII. Next meeting: March 9, 2022

IX. The meeting was adjourned at 8:26 pm.