

# Ellington Farman Library Board Meeting Minutes For November 28, 2022

Present: B. Rickard, B. Speas, D. Young, M.J. Griffith, D. Storey, C. Wragge

Excused: A. Hitchcock, S. Cala, J. Whittaker

<b>Agenda</b>	<b>Discussion/Decision</b>	<b>Status</b>
Call to Order	Called to order by B. Rickard at 7:03 pm.	
Guests	None	
Secretary's Report	Minutes previously distributed by email. Motion to approve report as submitted: C. Wragge; 2 <sup>nd</sup> : B. Speas.	Approved.
Treasurer's Report	Previously distributed by email. Reviewed in detail. Profit of \$336.20 for Election Night Dinner, down from previous years. Folder of bills received and paid and most recent bank statements available for Trustee review. Motion by B. Speas to approve report as distributed; 2 <sup>nd</sup> : C. Wragge.	Approved.
Library Director's Report	Previously distributed by email. Sign-up sheet for food donations for Breakfast with Santa completed. Discussed Trustee training requirements for 2023. Will seek more information regarding possible in-person sessions, as timing on scheduled webinars is inconvenient. Motion by M.J. Griffith to approve report as submitted; 2 <sup>nd</sup> : D. Young.	Approved.
Budget & Finance	Profit & Loss Budget vs Actual distributed and discussed. Needs to be studied in detail with follow-up meeting and further discussion before voting on Board approval.	Plan vote for Jan. meeting.
Building	Generator Follow-up: Revenue source needed. Will try for a grant. Library Flooring: Planned visits to other libraries are being scheduled. Annual Furnace Service Follow-up: Scheduled to be done by Ridouts on Nov. 30.	
By-laws	No action required this month.	
Fundraising	Election Day Dinner Report: Sold 53 dinners. Recommended for next year to take pre-orders and consider eat-in, in addition to take-out. Sip & Paint - Profit of \$85. Not well attended. Will pursue some other options for next year.	

Library Grants	Planning to apply for Community Fund grant for generator. Application due March 1.	
Nominating	Board Vacancies Progress Report: No new action to report. Three vacant Trustee seats remain.	
Ad Hoc Personnel	No issues.	
Sustainable Revenue	No report.	
Old Business	Strategic Plan: Copies distributed for updates made at last meeting.	
New Business	<p>Snow Removal Needs: Still need someone to shovel. B. Speas offered to ask Brian Johnson if he is willing to do as a volunteer.</p> <p>End of Year Gifts: Following discussion, motion by M.J. Griffith to provide the following gift cards, all from Walmart: J. Whittaker - \$300; S. Sischo - \$50; Lisa Rickard - \$25; 2<sup>nd</sup>: B. Speas.</p> <p>B. Speas reported that she plans to submit her written resignation as Board Treasurer due to not being able to dedicate enough time to complete all the requirements. She plans to continue as a Trustee. M.J. Griffith has been assisting her and is willing to complete the current term. Board to confirm at the January elections meeting.</p>	Approved.
Adjournment	Motion to adjourn: C. Wragge; 2 <sup>nd</sup> : B. Speas. Adjourned at 8:32 pm.	Approved.

Respectfully submitted,  
Delores E. Young, Secretary