

Ellington Farman Library Board Meeting Minutes For February 27, 2023

Present: A. Hitchcock, M.J. Griffith, B. Speas, D. Storey, C. Wragge,
D. Young, J. Whittaker

Excused: B. Rickard

Absent: S. Cala

Agenda	Discussion/Decision	Status
Call to Order	Called to order by C. Wragge at 7:03 pm. Meeting led by A. Hitchcock (Vice-President) following her arrival at 7:06.	
Guests	None	
Secretary's Report	Minutes previously distributed by email. Motion to approve report as submitted: M.J. Griffith; 2 nd : B. Speas.	Approved.
Treasurer's Report	Previously distributed by email. Reviewed in detail. 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 nd : D. Young.	Approved.
Library Director's Report	Previously distributed by email. Discussed Trustee training requirements for 2023. J. Whittaker agreed to prepare list of training choices for possible group session at the library. List will be emailed to Trustees for choice selection. Motion by C. Wragge to approve report as submitted; 2 nd : B. Speas.	Approved.
Budget & Finance	Check from Town Board has been picked up by B. Rickard. M.J. Griffith will take records for 2022 to Micky Johnson for annual financial review.	
Building	Generator Follow-up: Moonlight has been selected as the most favorable choice for purchase and installation of a generator. Grant proposal has been submitted. Response expected by mid-May.	
By-laws	No action required this month.	
Fundraising	Annual Fund Drive: Consensus that a Trustee be responsible for drafting the fund drive letter. M.J. Griffith volunteered to discuss with B. Rickard. Proposed Fundraising Schedule for 2023 distributed and discussed. Agreed that all dinners be pre-ordered and take-	

Fundraising (cont.)	out only, as this has been most successful during past couple of years, providing safety during the pandemic and more accurate estimates for food preparation.	
Library Grants	Grant proposals submitted for Library programs and for building generator.	
Nominating	Board Vacancies Progress Report: No report.	
Ad Hoc Personnel	No issues to report.	
Ad Hoc Sustainable Revenue	Committee met on February 23. More data and information being collected. Plan to invite Jan Dekoff, CCLS Executive Director, to a committee meeting for specific questions.	
Ad Hoc Centennial Celebration	No action to report.	
Old Business	Updated copies of Board of Trustees and of Committees for 2023 distributed.	
New Business	Annual Report: Copy passed around for Trustees to review. Motion by C. Wragge to approve Report as submitted; 2 nd by B. Speas. Appreciation expressed for the work done by J. Whittaker and M.J. Griffith to complete the Report.	Approved.
Adjournment	Motion to adjourn: C. Wragge; 2 nd : D. Storey. Adjourned at 7:38 pm.	Approved.

Respectfully submitted,
Delores E. Young, Secretary