

Board of Trustees Meeting

February 15, 2024

Attendance: President L. Ruggiero, V.P. C. Chambers, F.O. M. Campbell, Secretary S. Buckley, P. Agne, K. Armstrong, M. Williams, and Director L. Palmer

Call To Order: 6:31 P.M.

Previous Minutes: A **motion** was made by Karin and seconded by Mark to accept the minutes as written. Motion carried unanimously.

President's Report: The annual report to the community has been posted on our website. By-laws have been updated and reviewed. A **motion** was made by Paul and seconded by Carole to accept the by-laws as updated and amended. Motion passed unanimously. A committee responsibility document has been written and reviewed. (see attached). The Words & Music Concert was a great success. Our next event will be Bourbon, Books, and Bacon on 2/29/24. Lynn and Lisa met with Senator Hinchey's office to discuss a possible grant.

Director's Report: (in addition to her electronic submission) Lisa proposed to have a new a website company re-design our website. She will check the budget to see if we can afford to switch. She will also check with Robert Drake (current web designer) to see if he can help us. Lisa will report next month. Our fine free experiment generated good will and did not have a negative impact on the budget. A **motion** was made by Mark and seconded by Paul to end the fine free experiment and become permanently fine free. Motion passed unanimously. Lisa will draft a job description and tasks for Kyle, our handyman/cleaner.

F.O. Report: No report. (See Jan's e-mail) This month's donations totaled \$50.00.

Friends Report: The Friends have not met yet in February. Their meeting is postponed until 2/20/24. The Friends paid for the caterers and flowers for Words & Music and for the bourbon glasses.

Committee Reports:

Policy A concern was voiced concerning where our policies are stored, who has read only access and who has editing authority. The committee plans to meet and resolve this issue. They will also discuss our holiday policy.

Building and Grounds The step at the front of the annex cannot be repaired until the spring.

Adjournment: A **motion** was made by Mark and seconded by Carole to adjourn the meeting. Meeting adjourned at 8:10 P.M.

Respectfully submitted,

Susan Buckley, Secretary