

DRAFT  
**DRML Trustee Board Monthly Meeting**  
*Aug 15, 2019*

**Attending:** Sven Lindholm, Jericho, chair; Joann Osborne, Jericho; Elisabeth Lehr, Jericho, Sue Vaughn, Jericho, Kristie Kapusta, Underhill; Carolyn Greene, Underhill; Holly Hall, Director, Barbara Yerrick, Underhill, Bill McMains, Jericho.

**Call to Order** - The meeting was called to order at 7:05

**Comments from the Public** - There were no comments from the public.

**Agenda Adjustments**

Appointment of new Underhill Trustee, Barbara Yerrick. Carolyn moved and Kristie seconded the motion to appoint Barbara to fill the trustee vacancy for the town of Underhill. The motion passed. Elisabeth moved and Joann seconded the motion to appoint Barbara as the new treasurer for the Board. The motion passed.

**Policy Review** -

Lending policy was amended based on our review last month. Elisabeth moved and Barbara seconded to approve the lending policy as amended. The motion passed. Holly read the list of items available for loan. Holly is hoping to expand this list over time.

**Old Business** -

Fundraising Letter: Please complete thank you notes and return to Holly when complete.

**New Business** -

There was no new business.

**Secretary's Report** -

June minutes: Kristie moved and Sue seconded the motion to accept the June minutes as amended. The motion passed.

July minutes: Holly had corrections that she will email to Bill. Sue moved and Elizabeth seconded the motion to accept the July minutes as adjusted. The motion passed.

**Treasurer's Report** (quarterly)

There is not report as of yet as we have not had a treasurer.

**Director's Report** -

The report was distributed to the board prior to the meeting. There were no comments on the written report.

Board positions: Holly advised those interested in seeking a second term on the board to obtain a petition from the Town Hall in December.

**Committee Reports** -

Fundraising - Gardener's Tea was a success. Please keep thinking of basket ideas for our raffle in November.

Bookbarn – Harvest market preparations. Kristie distributed sign-up sheets for volunteers the weekend of Harvest Market. We finalized hours for that weekend: Friday 4-7, Saturday 10-4, Sunday 10-3.

Thank you to those who signed up for our intake days on 9/7 and 9/14.

Kristie, Bill, possibly Sven, Joann, and Carolyn will meet on Weds Sept 4 at 11 to organize the books donated by DRML.

Holly will post ads on Front Porch Forum for Intake Days; Elisabeth will post ads for Harvest Market on 9/19 and 9/26; Sven will post an ad 9/17. Kristie and Bill will post ads to Underhill and Jericho respectively on the 24th.

Personnel: Elisabeth reported that staff evaluations have been submitted. Elisabeth will distribute a summary of staff feedback and send it to the personnel committee.

**Job Progress/Completion** - there were no reports

**Adjournment** -

Bill moved and Joanne seconded to adjourn the meeting. The motion passed. Sven adjourned the meeting at 7:50.

The board gave Joann a Thank You card for all of her years of service on the board.