

*Jacob Edwards Library*

**Minutes of February 15, 2022**

The Library Trustee meeting of February 15, 2022 began at 12:05 PM. Present at the meeting were Trustees Maureen Gullekson, Robin Weber, James Dyer, Beth Cournoyer, Gary Bridgman, Mel Blake, Dick Whitney and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes.

Mel Blake motioned to approve the January 2022 minutes. Gary Bridgman seconded. So voted.

Financial Report – Gary Bridgman did not provide a financial report, however, he did note that the Endowment account gained approximately \$500,000 in 2021.

Chair Report – Robin Weber discussed the recruitment procedure of a new Trustee to replace Maureen Gullekson. The position will be advertised on social media, with a letter of intent sent to the Chair along with a resume and application. James Dyer will receive all applications letters of intent via email. Robin Weber will display the posting at the next meeting.

A second draft of the Procedure Funding Special Projects was distributed to the Trustees. Gary Bridgman motions to clarify that the amount of \$41,230 as a contribution by the Trustees to the Town of Southbridge for fiscal year '22 was approved by Trustees. Mel seconded. So voted.

Robin met with Margaret to discuss the book sale for the Friends of Jacob Edwards Library, which will be held in May. Beth Cournoyer and Robin Weber will volunteer at the book sale. Maureen Gullekson noted that she has not received a membership notice in a few years and perhaps FOJEL could mail out the notices as a way to earn money.

Vice Chair Report – James Dyer emailed the Trustees a calendar with updates and special events. He will contact the bank regarding Maureen's resignation.

Director's Report – Margaret discussed various repairs/maintenance that have been completed at the Library and various programs that have taken place. Margaret received quotes for digital projection downstairs and a smart television in the reading room. Robin asked Margaret to produce a formal request for technology updates to present to the Trustees.

Maureen Gullekson asked Margaret when the new Library website will be going live. Margaret is hoping for March, noting that they are still working on the calendar.

Beth Cournoyer motioned to adjourn the meeting at 12:55 PM, Gary Bridgman seconded. So voted. The next meeting will be held on March 22, 2022 at 12:00 PM.

Accepted March 22, 2022