

Agenda for Ivoryton Library Regular Meeting November 29, 2022, 7:00PM

Executive Director: Elizabeth Alvord

Board Members Name (Term)

| | | |
|------------------------------|--------------------------------|------------------------------|
| Leslie Barlow (6/21 – 6/23) | Louisa Ketron (6/20 - 6/24) | Melissa Ozols (6/22-6/24) |
| Deb Brown (6/20-6/24) | Sharon Lewis (6/21 - 6/23) | James Spallone (6/19 - 6/23) |
| Susan Campbell (6/18 - 6/24) | Kathy Marois (6/21-6/23) | Carol Sullivan (6/19 - 6/23) |
| Charlene Doane (6/17 - 6/23) | John Matthiessen (6/20 - 6/24) | Vacant |

Executive Board (Term)

| | |
|---|---------------------------------------|
| President – Sharon Lewis (6/22-6/24) | Secretary- Susan Campbell (6/21-6/23) |
| Vice President – James Spallone (6/22-6/24) | Treasurer- Carol Sullivan (6/19-6/23) |

1. Call meeting to order
2. Approval of October Minutes
3. Event Results
 - a. Pumpkin Chase 5K – Corina Pagliuco
4. Director's Report
5. Treasurer's Report
6. Committee Reports- status, membership, recommendations, decisions needed
 - 1) Fundraising Committee- Louisa Ketron
 - a) Trivia night
 - 2) Grounds and Maintenance Committee- Carol Sullivan
 - a) Backyard recommendation
 - b) Gutter update
 - 3) Nominating Committee- Leslie Barlow
 - a) Proposed new member- Michael Lennon
 - 4) Human Resources Committee- Leslie Barlow
7. New Business
 - a) Decision on December meeting
 - b) Any other new business
8. Adjourn

Next meeting: December 27, 2022 7PM or January 24th, 2023

Agenda for Ivoryton Library Regular Meeting Minutes

7:00 p.m., October 25, 2022

Executive Director: Elizabeth Alvord*

Board Members Name (Term)

| | | |
|------------------------------|--------------------------------|------------------------------|
| Leslie Barlow (6/21 – 6/23) | Louisa Ketron (6/20 - 6/24) * | Melissa Ozols (6/22-6/24) |
| Deb Brown (6/20-6/24) | Sharon Lewis (6/21 - 6/23) | James Spallone (6/19 - 6/23) |
| Susan Campbell (6/18 - 6/24) | Kathy Marois (6/21-6/23) | Carol Sullivan (6/19 - 6/23) |
| Charlene Doane (6/17 - 6/23) | John Matthiessen (6/20 - 6/24) | Vacant |

Executive Board (Term)

| | |
|---|---------------------------------------|
| President – Sharon Lewis (6/22-6/24) | Secretary- Susan Campbell (6/21-6/23) |
| Vice President – James Spallone (6/22-6/24) | Treasurer- Carol Sullivan (6/19-6/23) |

*Absent

1. **Call meeting to order**, 7 p.m.
2. **Approval of September Minutes**, done.
3. **Event Results**
 - a. Pumpkin Chase 5K – Corina Pagliuco (agenda item moved to November’s meeting)
4. **Director’s Report** – Elizabeth printed her report. Ivoryton Alliance wreath sale is Nov. 5, cash or check only. #OwnVoices, “Braiding Sweetgrass.” Illuminations is back to pre-COVID, complete with a Santa-Billy-trained Santa. Discussion about thank-you notes to people who donated food and the like, and information to give to runners who ask (such as categories of runners and what were the prizes).
5. **Treasurer’s Report** – From Carol, we have our money in conservative funds and we’re comfortable with that. Discussion about I bonds, with the understanding that the next board treasurer would need to keep up so we will not purchase I bonds at this time.
6. **Committee Reports** - Status, membership, recommendations, decisions needed
 - 1) Fundraising Committee- Louisa Ketron (absent). Charlene will explore scheduling a Trivia Night, perhaps on March 4 or 11 at the Centerbrook Meeting House. (Our first since the pandemic started).
 - 2) Grounds and Maintenance Committee- Carol Sullivan (Phil is getting paint estimates)
 - 3) Nominating Committee- Leslie Barlow (still working on a new board member)

- a) one vacancy
- 4) Human Resources Committee- Leslie Barlow (there's been no activity as no activity has been necessary)

7. New Business

- a) Proposed changes to policies (Discussion about conflict of interests – if Sharon was a gutter guy, she wouldn't get the job to replace our gutters. Another discussion about rewording endowment fund investment objective. Michael LaRiviere (the secretary made up the spelling), ILA's financial adviser, gave suggested wording. Wording was approved.)
- b) Confirm November and December meeting dates
- c) Any other new business

8. Adjourn, 7:36 p.m.

Next meeting: 7 p.m., November 29, 2022, with a December meeting if needed

| Ivoryton Library Association | | | | | | |
|-----------------------------------|-----------------------------------|------------------------------|------------------------------|--|-----------------------------------|----------------------------------|
| Profit & Loss | | | | | | |
| July 1, 2022 to November 28, 2022 | | | | | | |
| <u>Account Name</u> | | <u>FYTD</u> <u>Actual</u> | <u>FYTD</u> <u>Budget</u> | <u>Better/(Worse)</u> <u>Budget</u> | <u>Full Year</u> <u>Budget</u> | <u>Percent</u> <u>of Year</u> |
| | Membership Dues | 13,776 | 9,086 | 4,690 | 22,000 | 0.413 |
| | Contibution Income, other | (500) | | | | |
| | Unrestricted | 1,388 | | | | |
| | Restricted (including Temp. Rest) | | | | | |
| | Childrens' Program | 200 | | | | |
| | Grants | 15,000 | | | | |
| | Donations Other/ Memorials | 174 | | | | |
| | Total Contributions | 30,038 | 9,086 | 20,952 | 22,000 | |
| | Fundraising | | | | 13,290 | |
| | Book Plant Bake Sale | | | | | |
| | Book Income | 534 | 413 | 121 | 1,000 | |
| | Run Fundraiser | 3,961 | | | | |
| | Other (& fines,replacements) | 376 | | | | |
| | Total Fundraising Income | 4,871 | 5,902 | (1,031) | 14,290 | |
| | Town Support | 60,692 | 47,949 | 12,743 | 116,100 | |
| | Total Income | 95,601 | 61,847 | 33,754 | 149,750 | |
| | Expenses | | | | | |
| | Bank Service Charges | 72 | | | | |
| | Grounds/Maintenance | 2,507 | 2,478 | (29) | 6,000 | |
| | Dues/Passes | 565 | 310 | (255) | 750 | |
| | Fees/Licensing | 2,050 | | (2,050) | | |
| | Fundraising | 1,725 | | | | |
| | Insurance | 2,774 | 2,061 | (713) | 4,990 | |
| | Library Supplies(books, mags, | 3,700 | 5,782 | 2,082 | 14,000 | |
| | LION | 5,464 | 4,491 | (973) | 10,875 | |
| | Office Supplies/Postage | 3,452 | 1,528 | (1,924) | 3,700 | |
| | Payroll Taxes | 2,335 | 2,623 | 288 | 6,350 | |
| | Printing | 105 | 1,187 | 1,082 | 2,875 | |
| | Professional Fees | 1,300 | 2,292 | 992 | 5,550 | |
| | Program Expenses | 2,013 | 537 | (1,476) | 1,300 | |
| | Utilities | 2,400 | 3,304 | 904 | 8,000 | |
| | Wages | 30,355 | 35,518 | 5,163 | 86,000 | |
| | Total Expenses | 60,817 | 62,111 | 1,294 | 150,390 | |
| | Net Income | 34,784 | | | | |

THE IVORYTON LIBRARY ASSOCIATION CASH ACCOUNTS

Current Balances at Essex Savings Bank
as of November 28, 2022

| | | |
|---|----|-----------|
| ESB Checking (X8426) | \$ | 60,177.26 |
| ESB – Clipper Statement Account (X4979) Balance per ESB website and QB | \$ | 4,519.04 |
| ESB Checking 01 (debit card) (X8841) | \$ | 612.64 |
| ESB Statement Savings (150 Account) (X7198) Balance per ESB website and QB | \$ | 18,191.76 |
| <hr/> | | |
| Available Funds for Operations | \$ | 83,500.70 |

IVORYTON LIBRARY INVESTMENT ACCOUNTS

Current Balances at Essex Financial Services, Inc.

| | 10/31/22 | 9/30/2022 |
|-----------------------------------|-----------------|------------------|
| Cash, Money Funds & Bank deposits | \$21,159.06 | \$3,600.19 |
| Mutual Funds | \$768,633.72 | \$751,490.22 |
| Account Total | \$789,792.78 | \$755,090.41 |