

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

February 25, 2025

Meeting Minutes

ATTENDING: Terry Twigg, Kaycee Blancaflor, Margaret Adams, David Neal, Deb Rutter, Susan Thompson, Andrew Maloney, Terry Smith, Mary Karkutt-Kulak

ABSENT: Pam Crum

The meeting was called to order by Terry Twigg at 6:34 P.M.

PUBLIC COMMENT:

None

REVIEW OF AGENDA:

There were no suggested changes.

REPORTS OF OFFICERS AND DIRECTORS:

President's report:

- Terry T. led a discussion about the importance of enhanced adult programming once the renovations have been completed. Possibilities include shared programming with other town groups including the Garden Club.

Secretary's Report:

- Minutes from December and January meetings were approved.

Directors' Report:

- Andrew updated Trustees on renovation progress. Kronenberger may finish as early as the end of March. Furnishings and some new shelving have been ordered and will be received during the summer months. We should be ready for a very nice opening in September.
- Andrew has been working with several roofing contractors on bids for roof and gutter repairs/ replacements. Missing slate pieces and old gutters are creating a number of leaks. The town has been advised of the need for these repairs as a part of the capital plan submission.

NOMINATING:

- At Deb Rutters recommendation, Terry T. Is in discussions with a good candidate to Chair this Committee.

PERSONNEL AND POLICY:

- Deb Rutter reported that the committee is nearly complete with an update to all policies. Once complete, they will first be forwarded to Kaycee for a review.

FRIENDS:

- The Friends annual fundraiser is scheduled for a mailing in March.
- Friends continue to manage the book nook and the free libraries.
- Plans are underway for a number of activities in 2025.

FINANCE:

- Terry Smith reported on the state of the endowment and of disbursements for the renovation. As we wait for the first reimbursement of over \$500k from the State Library, our endowment stands at approximately \$1.5 Million. Once all grant reimbursements have been received and expenses paid, the projection is for an ending balance of around \$2 Million. Terry S stressed the importance of ongoing fundraising to maintain a target endowment balance of \$2 Million. Maintaining this endowment balance will support enough in interest and capital gains to fund the gap between town support and total operating costs.

STRATEGI PLAN:

- Mary K-K led a discussion about our strategic plan update. The current plan is for the period 2021 -2025. A committee was agreed upon and includes Terry T. Andrew, Deb R., Mary, and possibly Lynne Cooper as she plans to rejoin the board in July of 2025.

BUILDING AND GROUNDS:

- David had no specific updates.

DEVELOPMENT AND PLANNING:

- Mary had no specific updates.

FUNDRAISING:

- Margaret briefly discussed recent activities and rough numbers. The annual appeal from December raised nearly \$12k as in previous recent years. Total fundraising for the 2024- 2025 calendar year netted over \$40k or twice the number of previous years. Additional fundraising efforts bolstered our cash accounts. Margaret will review the total of net fundraising with Andrew and Robbie for a report at our March meeting.
- The Committee plans to meet March 13 at 11 A.M. to set the 2025 schedule including our Fall grand reopening.

INTERIOR RENOVATION:

- Andrew commented that Kronenberger has been very good to work with and that they have been helpful providing referrals for the roofing repairs. They have not experienced any surprises while completing the ground floor renovations. They will be restoring the historic front stairway thanks to a generous donor.

UNFINISHED BUSINESS /ACTION ITEMS:

- No discussion

NEW BUSINESS:

- None

The meeting was adjourned at 7:25 P.M.

The next meeting date is Tuesday, March 25, 2025, at 6:30 P.M.

Respectfully submitted:

Margaret Adams, Secretary