

BRAINERD MEMORIAL LIBRARY BOARD OF TRUSTEES

June 24, 2025
Meeting Minutes

ATTENDING: Margaret Adams, Lynne Cooper, Mary Karkutt-Kulak, Andrew Maloney, David Neal, Deb Rutter, Susan Thompson, Danielle Truscott- Kaufman, Terry Twigg

ABSENT: Kaycee Blancaflor, Pam Crum

GUESTS: Bob and Vivienne McGarry

This was a wonderful dinner meeting with delicious food prepared by our very own Board President.

The meeting was called to order by Terry Twigg at 7:06 P.M.

PUBLIC COMMENT:

None

REVIEW OF AGENDA:

No changes

REPORTS OF OFFICERS AND DIRECTORS:

Secretary's Report:

- Minutes from the May meeting were approved.

Director's Report:

- Andrew commented on the status of interior renovation furniture. As soon as there are firm dates for furnishings and movers, the Open House date can be set.

STANDING COMMITTEES:

Personnel and Policy:

- No updates

Friends of the Library:

- Terry T. directed everyone to Kaycee's written report.

Finance:

- Terry Smith updated the Board on the endowment which as of June 24, 2025, stood at \$1.650 Million. This total includes 50% reimbursement of grant

monies (\$527.5k+). Lynne and Andrew completed a submission for an additional \$422k (40% of total grant monies) in early June. This submission was based on completion of 75% of the interior restoration.

- Lynne commented that for the next fiscal year July 1, 2025, to June 30, 2026, we will receive \$404k from the town as their share of our operating costs. We should receive the first \$101k July 1, 2025.

Strategic Plan:

- No updates

Building and Grounds:

- The key issue is roof repairs. David Neal and Andrew have been working diligently on a multi-year plan to restore the roof.

Development and Planning:

- No update

Capital Campaign:

- Open House planning is underway with monthly meetings. Thanks to the Staff and to several members of the Friends for taking on so much responsibility.
- In July new packets for donor outreach will be prepared and direct calls and meetings will continue through the end of the year.

Interior Renovation:

- Furnishings and final moves remain.

President's Report:

- Terry Twigg commented on the upcoming Open House, fundraising and our long-term strategy to build adult programming. There was a positive vote for oncoming board members Lynne Cooper and Danielle Truscott-Kaufman and for a second three-year term for Margaret Adams. There was also a positive vote for Board Officers – Terry Twigg President, Mary Karkutt-Kulak Vice President, Lynne Cooper Comptroller and Treasurer and Margaret Adams Secretary. Pam Crum placed her positive vote via email.

- Terry Twigg presented a gift for retiring board member Terry Smith. During his term Terry Smith provided excellent counsel on financial matters and led the selection process to outsource the management of our endowment to Essex Financial Advisors.

The meeting was adjourned at 7:21 P.M.

The next meeting date is Tuesday, August 26, 2025, at 6:30 P.M.

Respectfully submitted:

Margaret Adams, Secretary