

Baxter Memorial Library Trustee Meeting Agenda

Jan 18, 2024, 6pm

In attendance: Emma Basham, Kit Hood, Rebekah Bakos-Kallgren, Shana Hickman, Karen Rodis

AGENDA

1. Approved Minutes from Nov 2023

2. Reviewed and Signed Warrants from November and December

3. Review financials incl budget FY25

- a. Shana will ask Lucy to send a report of any online donations monthly and make sure online donation receipts are sent to Shana as well
- b. Revenue and expenses are on-track

4. Librarian's Report

- a. November and December stats were shared
- b. Cookbook club has 4 people signed up for this Saturday 2-4pm. Drop-ins are welcome. Will share recipes from the cookbook "Be A Plant-Based Woman Warrior."
- c. New workshop series: Living Joyfully. Three part series. Each month will focus on a different theme (self-care & compassion, working with the moment, envisioning the future)
- d. Sharon Skill Swap
 - i. Workshops happening at school, TSA, and the library
 - ii. Throughout the day on Feb. 10
- e. We will add a section to our website acknowledging bakers who contribute to our bake sales.
- f. Planning a volunteer "thank you" event on February 24 at Emma's home. We will post it on Facebook and list servs.
- g. Shana will create our submission to the Town Report and send it to Nicola

5. Public Comment

None

6. New Business:

a. Annual Appeal

- Year-end donations totaled \$4670. Total participation was 43 people. Shana will share the spreadsheet with the trustees. Last year we raised \$2745 from a total of 32 people. Shana will thank publicly on the list serv, on the website, and Facebook.
- It was very easy to print and get envelopes from Staples.
- It helped to have personal notes written on letters, so we should continue this practice

- We should expand our reach by also doing an email campaign

B. New Trustees

- a. The board has the power to change the bylaws to add additional trustees. Expanding the number of trustees to seven would be a great help with library fundraising and activities. Emma will find out if this needs to be voted on at Town Meeting.

C. Next fundraisers

- a. Trivia Night at Seven Stars?
- b. Not a lot of return on investment for Cookie Walk
- c. Garden tours

Next Meeting: Thursday, Feb 15, 2024 at 6pm