**Gilman Library Trustees Meeting**

Lower Level Meeting Room – Tuesday, February 6, 2024

**PRESENT**: Betty Jane Meulenbroek, Annette Slipp, Gabby O’Toole, Sarah Hill (remote), and Holly Brown, Librarian.

**GUEST SPEAKER**: Craig Stevenson, Northeast Security

**CALL TO ORDER**: 4:17 by President Betty Jane Meulenbroek.

**MINUTES** Motion to accept minutes of the January 2 meeting were reviewed and approved by Annette. Seconded by Gabby. Passed.

(Balance as of December 29, 2023. January 2024 statements pending)

General Checking - $71,539.14

Money Market (Profile Fund 1) - $30,034.17

Nancy Jordan Memorial Fund - $1,361.29`

**Other Funds** – Funds held by Town of Alton (as of December 31, 2022) - Capital Reserve Fund for Library Building Improvements - $71.06, Eveline L. Palmer Trust Fund for library books (Interest to spend) - $2,183.17. Oliver J.M. Gilman for library books (Interest to spend) - $9,441.11, Annie A Wheeler by Agnus Thompson for the library (Interest to spend as of July 2023) $3,598.76. Calvert Fund for maintenance and repair (principal and interest to spend,) $994.56.

**Deposit Income Activity/acceptance of funds –**

To Checking – Total for December 24, 2023 thru January 27, 2024 - $1,997.15

(Deposited January 29, 2024, reflected on January 2024 statements)

Copies -$64.60

Consc. / Donation Jar – $35.60

Fax - $26.00

Coffee – $6.00

Movie Program Donation $3.00

Membership $20.00

Replacement Card -$1.00

Town of Alton reimbursement (invoice 11/8-12/5) - $990.41

Town of Alton reimbursement (Invoice 12/6-1/5) - $850.54

**Yearly, income totals January 1, 2023 thru December 23, 2023**

Library generated funds (donations, etc.) – $41,322.17 (to General Checking)

Trust Funds held by Library – $22,556.03 (to Money Market/Profile 1)

Town of Alton reimbursement – $7,636.91 (to General Checking)

Friends of the Library - $700.00 (to General Checking)

Trust Funds Held by the Town - $0.00

Transfer from Money Market/Profile 1 to General Checking for programming, etc. - $1,500.00

Town of Alton Reimbursement to Profile I/Money Market (water damage ceiling repair) - $6,808.16

**Yearly Income Totals December 24, 2023 thru January 27, 2024**

Library generated funds (donations, etc.) – $156.20 (to General Checking)

Trust Funds held by Library – $00.00 (to Money Market/Profile 1)

Town of Alton reimbursement – $1,840.95 (to General Checking)

Friends of the Library - $00.00 (to General Checking)

Trust Funds Held by the Town - $0.00

Transfer from Money Market/Profile 1 to General Checking for programming, etc. - $00.00

Motion to accept Treasurer’s Report & donated funds made by Annette. Seconded by Betty Jane. Passed.

**New Business**

Motion by Annette to accept the quote from Northeast Security for smoke detector replacement on the lower floor for $525.00 from General Checking. Seconded by Betty Jane. Passed.

Motion by Gabby to paint exterior bench with a maximum of $100 from building maintenance budget. Seconded by Sarah. Passed.

Motion to draw up agreement for next Adult Technology Classes on Digital Footprint for March 23, March 30, and April 6 by Annette. Seconded by Sarah. Passed.

**MEETINGS TO NOTE**

Business meeting – March 5, 2024 at 5:00 PM

Trustees of the Trust Fund business meeting – TBD

Presidential Primary Election – Tuesday, January 23, 2024 at PMHS 7:00 AM to 7:00 PM

Deliberative Session – Tuesday, February 6, 2024 at 6:00 PM, Snow date Wednesday, February 7, 2024

Election/Voting Day - Tuesday, March 12, 2024 at PMHS 7:00 AM to 7:00 PM

Motion to adjourn at 5:00 by Annette. Seconded by Gabby. Passed.

Respectfully submitted,

Sarah Hill

Secretary

Library Trustees