**Gilman Library Trustees Meeting**

Lower Level Meeting Room – Tuesday, February 7, 2023

**PRESENT**: Karen Petelle, Sarah Hill, Kristine Simone, Betty Jane Meulenbroek and Holly Brown, Librarian

**CALL TO ORDER:** 5:05 PM by President Betty Jane Meulenbroek

**MINUTES**

Minutes of the January meeting were reviewed. Motion to accept made by Kristine. Seconded by Betty Jane. Passed.

**TREASURER'S REPORT**

Balance as of December 30, 2022. (January 2023 statements pending)

General Checking - $48,281.75

Money Market (Profile Fund 1) - $84,863.05

Nancy Jordan Memorial Fund - $1,360.61

**Other Funds**: Funds held by Town of Alton (as of December 31, 2021) Capitol Reserve Fund for Library Building Improvements - $70.59 (as of December 31, 2020, report pending), Eveline L. Palmer Trust Fund for library books (Interest to spend) - $2,840.36 - $726.99 reimbursement = $2,113.37. Oliver J.M. Gilman for library books (Interest to spend) - $9,091.49, Annie A. Wheeler by Agnus Thompson for the library (Interest to spend) - $16,582.09. Calvert Fund for maintenance and repair (principal and interest to spend) - $921.51.

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

To Checking – Total for December 25, 2022 thru January 28, 2023 - $658.13 as indicated below.

(Deposited January 19 and 31, 2023, will be reflected in the February 2023 statements)

Copies - $50.95

Fax - $42.00

Coffee - $7.50

Consc. / Donation Jar - $31.40

Movie program donation - $1.00

Town of Alton Reimbursement - $405.60

Donations: McKinney/Fidelity - $100.00

Lost Book - $19.68

**Yearly, income totals January 1, 2023, thru January 28, 2023**

Library generated funds (donations, etc.) – $252.53 (to General Checking)

Trust Funds held by Library – $0 (to Money Market/Profile 1)

Town of Alton reimbursement – $405.60 (to General Checking)

Friends of the Library - $0

Trust Funds Held by the Town - $0

Transfer from Money Market/Profile 1 to General Checking for programming - $0

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

**Old Business**

Kristine made a motion to except the framing project, in the amount of $2,143.50, drywall project, in the amount of $2,177.00, prime and painting project, in the amount of $870.00, finish work project in the amount of $2,458.00, clean up and disposal fee in the amount of $750.00, moving furniture in the amount of $500.00, town permit application in the amount of $500.00, electrical project in the amount of $850.00 and the ceiling project in the amount of $8,520.00. This will be paid to Newfound Construction LLC. Money will come out of the Money Market/Profile One account as well as some payment from Primex, for ceiling repairs. Seconded by Karen. Passed.

**New Business**

Kristine made a motion to purchase laptops and charging cart in the amount of, but no more than $10,000. Money to come from general checking and then be reimbursed for the Annie A Wheeler by Agnes Thompson account. Seconded by Karen. Passed.

**MEETINGS TO NOTE**

Next business meeting - Tuesday, March 7, 2023, at 5:00 pm

Motion to adjourn at 6:20 pm by Kristine. Seconded by Karen. Passed.

Respectfully submitted,

Karen Petelle

Secretary

Library Trustees