

Darwin R. Barker Library and Museum Association

April 21, 2021

Steele Room

4:00pm

Members Present: David Dengler, Linda Prechtl, Mark Twichell, Michelle Twichell, Jeff Adams, Maureen Saunders, Kathy Peterson, Michael Sheehan, Librarian Sara Hart, Curator Maxwell Walters

Members Absent: Jon Weekly

Village Representative: Scott Johnston, absent

Town Representative: Christopher Schaeffer, absent

Meeting called to order 4:00pm

Minutes: Motion to accept Kathy, seconded Linda, motion carried.

Treasurers Report: Mark reported he submitted all the documents to Courier Capital notifying them of the new Treasurer and board minutes approving officers in October 2020. He has not heard anything back yet. Will follow up on this.

The reports received from Joyce showed that there are questions about the retirement account and the utility split between the Library and Museum. Mark will talk to our new bookkeeper representative at Bahgat-Bahgat Laurito to clarify the split.

Bullet Aid was listed, we are not familiar with this term. Joyce did list an amount under this category. Mark will reserve these questions for the representative at Bahgat-Bahgat Laurito.

Bahgat-Bahgat Laurito sent a proposal to become our new bookkeeper. It was shared with the board. The amount they will be charging is the same amount we paid our retiring bookkeeper with a separate charge for 1099's. Joyce said we had 4 1099's last year. Mark didn't see an unreasonable charge for the 1099's from BBL. Any work BBL has to do above what we agreed to will be charged separately.

Had a question about the annual report fee and will need to clarify with BBL on what this report is.

Mark motioned to accept BBL as our new bookkeeper, seconded by Jeff, motion carried.

David questioned Maxwell on the consignment amount listed in the Museum financial report. Maxwell said it was from one source that sold deaccession items from the Museum.

Mark motioned to accept the financial report but not to finally approve the reports until he has a chance to speak with the new bookkeeper about the questions he has about the reports.

Linda motioned to accept the financial report and not finally approve reports, Kathy seconded, motion carried.

Library Report: Sara reported Steve Manos from the Village Inspectors office approved the new emergency lights that were needed to be installed in the Library to pass inspection.

The new front doors of the Library may not be able to be installed until June. Sara will update the new Library Director on this.

Darryl VerHague will be coming into Library to clean the upholstered furniture and to clean heavier traffic areas in carpeting. The furniture was last cleaned 4 years ago and the carpet was cleaned last year.

Maxwell helped with choosing paintings from the Museum to hang on Library walls.

D'Arsie was rehired by Sara in light of the retirement of Holly, who will be retiring in June. D'Arsie will assist in having new art work to hang in the Library. Patrick Stokes will have his photos on display in May.

Bullet Aid was brought up and discussed by Sara and the Board of Trustees. Sara was surprised to hear that we had to fill out a request for this year. The aid always came automatically in past years. Jan sent us a copy of how to fill out this request and what to ask for. Board members discussed need for a new phone system and the possibility of using Bullet Aid for a computer lab. Michael suggested that we could ask for technology upgrades to cover both of these.

Old Business: The Village is requesting a third bid on the repair of the Museum roof. Maxwell will speak to Scott about submitting an invoice on this. The Village requested Mark to call a roofer they chose but the roofer never returned the phone call. The Village is offering to pay for the damage to the inside of the Museum.

New Business: Michelle reported she spoke with the Village Clerk about who is our liaison for the Library and Museum. Scott Johnston is our representative. He was invited to today's meeting but could not attend because he is teaching a class at this time. He will attend our next meeting in May since the students will be gone by then. Michelle also spoke with the Town of Pomfret Clerk and found out Christopher Schaeffer is still our Town liaison.

Kathy spoke about the Preservation Society wishes to contribute to preserving the Barker House through financial support. The Board was very excited to hear this news and will speak more about it soon.

Meeting was closed with a vote to go into Executive Session. Motion made by Mark, seconded by Maureen all in favor motion carried.

Meeting Adjourned 4:45pm

Enter into Executive Session 4:50pm

Executive Session: Personnel

Executive Session ended 5:00pm Kathy motioned, seconded by Linda, motion carried

Meeting Adjourned 5:02pm Maureen motioned, seconded by Kathy, motion carried

Next meeting: May 19, 2021 4:00pm Steele Room