

Deep River Public Library Board Meeting Minutes



Date: Thursday, December 12th, 2024 5:15pm
Location: Library Program Room

Board Members:		Status:
Jen Bergevin	Vice Chair	Present
Steve D'Eon		Present
Jessica Freedman	Chair	Present
Kathy Hughes	Council Rep	Apologies
Samantha Johnson		Present
Bronwyn Kaiser	Secretary	Apologies
Doug Rodgers		Present
Naomi Balla-Boudreau	CEO	Present

1. Acceptance of the Agenda

Approval of the November 21st minutes was removed from the consent agenda.

MOTION: To accept the Agenda as amended.

MOVED: Jen Bergevin **SECONDED:** Sam Johnson **CARRIED**

2. Declaration of Pecuniary Interest

None reported.

3. Presentations

None scheduled.

4. Consent Agenda:

a. Friends of the Library Report: None at this time.

b. Library Report:

i. Monthly Report: November, 2024

ii. Workplan Quarterly Review

c. Treasurer's Report: November Financial Statements

MOTION: That the reports included in the December 12th consent agenda be received.

MOVED: Sam Johnson **SECONDED:** Jen Bergevin **CARRIED**

5. Old Business

a. **Holiday celebrations**

The staff/board celebration is scheduled for Wednesday, January 8th at 5:30pm.

b. **Volunteer Appreciation Party**

Our annual appreciation party is scheduled for Saturday, January 18th and we will be sending invitations to 138 volunteers.

6. New Business

a. 2025 Board Meeting Calendar

The Board will review the strategic plan at the June 19th meeting.

MOTION: To approve the 2025 Board Meeting Calendar as presented.

MOVED: Jen Bergevin SECONDED: Sam Johnson CARRIED

b. Petty Cash Limit

MOTION: To approve a petty cash limit of \$200.00.

MOVED: Jen Bergevin SECONDED: Sam Johnson CARRIED

c. Year-end Surplus Disposition

MOTION: That any year-end surplus be transferred to reserves.

MOVED: Steve D'Eon SECONDED: Doug Rodgers CARRIED

d. 2022 and 2023 Surplus/Deficit Disposition

MOTION: To approve the recommendations from the 2022 and 2023 Surplus/Deficit Disposition Report and (1) reverse the transfer for the 2022 Audited Financial Statements of \$7,730 to the Library Stabilization Reserve; (2) reverse the transfer for the 2022 AFS of \$13,123 to the Library Capital Reserve; (3) fund the 2022 deficit of \$5,136 from the 2023 surplus; and (4) transfer the remaining surplus of \$28,244 from the 2023 AFS as follows: \$19,644 to the Library Capital Reserve and \$8,600 to the Library Stabilization Reserve.

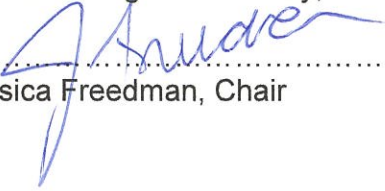
MOVED: Jen Bergevin SECONDED: Doug Rodgers CARRIED

7. Adjournment

MOTION: To adjourn at 6 09pm.

MOVED: Jessica Freedman

Next Meeting: Thursday, January 9th at 5:15pm


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Jessica Freedman, Chair