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DATE: April 25, 2022

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BELMONT, MASSACHUSETTS

BELMONT PUBLIC LIBRARY

BELMONT,

MEETING OF THE BOARD OF LIBRARY TRUSTEES

March 31, 2022

Chair Elaine Alligood called the meeting to order at 7:00 p.m. The meeting was held as a teleconference meeting through Zoom technology as a result of the Covid-19 related order preventing gatherings. Also present were Trustees Kathleen Keohane, Mark Carthy, Gail Mann, Corinne McCue Olmsted, Mary Stearns and Director Peter Struzziero. Also attending were staff member Gráinne Griffin and Larry Link from the Belmont Library Foundation.

Agenda

Donation and Recognition Framework:

The Trustees have oversight of the process to recognize donors to the new library building and donations will be tied to recognition levels. Vice Chair Keohane presented the revised donor recognition framework.

This framework has four tiers. Tier 1 refers to the largest areas in the new building and these spaces will be named for the donors. Tiers 2 and 3 refer to sections of the buildings and donors for these sections will have plaques recognizing their gifts. Tier 3 includes the eight quiet study rooms in the new library building and the revised recognition framework lists the proposed names for each room. The proposed names are of the Belmont schools, past and present. Vice Chair Keohane and Trustee Olmsted will present this naming plan at the April 12 School Committee meeting. Tier 4 provides the opportunity for donors to sponsor a targeted area and or mission (ex. Children's, Sustainability). This is a new giving level with donors recognized on a plaque listing their names in an adjacent space.

In addition, there is discussion about having a "Wall for All" listing all donors alphabetically. This will include all donors at all levels of contributions.

Vice Chair Keohane made a motion to approve the recognition opportunities as outlined in the v.4.0 Donor and Recognition Framework pptx to enable the Belmont Library Foundation to solicit donations, seconded by Trustee Carthy. The motion passed unanimously.

The Trustees and the Library Building Committee will provide an update on the building project at the May Town Meeting.

Trust Fund Account Review:

Vice Chair Keohane and Trustee Mann are doing a quarterly reconciliation of the funds raised to date for the library building with the Belmont Library Foundation.

Vice Chair Keohane and Trustee Mann reviewed the library trust funds accounts held by the town. They noted the need to transfer specific funds to consolidate accounts to align with intended use. This

includes the final donation from the Philip May bequest and the consolidation of other Library Match Incentive balance into the Capital Library Building account.

Adjourn:

Vice Chair Keohane moved to adjourn the meeting and Trustee Stearns seconded the motion. The meeting adjourned at 7:48 p.m.

Next Meeting: April 21th at 7:00pm: Via Zoom

Exhibits

v.4.0 Donor and Recognition Framework pptx

Giving Matrix Tiers Only, v.3.0 xlsx
