



Board of Trustees Meeting Minutes
Tuesday August 15, 2023 1:30 PM

Monthly meeting called to order 1:28pm In attendance Trustees Natalie Gallo, Al Cipriano, Ronnie Shelley via video; Alternate Trustees Theresa McTammany voting as Kristina until 1:34pm, Bob O'Brien; Friends Liaison Linda Skidmore; Joe Guthrie, Select Board Liaison; Director Rosemary Krol; Minutes Kate Thomas. [Kristina Durocher called in at 1:34.]

Visitor comments and questions- none.

Friends of the Library Update: The Friends donated the following to the library this month: Summer Reading- \$2600.73, Magnetic bookmarks- 230.69, Fairy Tea - 125, Magic Tea- 125, Ted Reinstein-450, AED pads-136.06, Magic Presenter- 200, Passes for Butterfly- 180. Thrift shop income for the previous 30 days is \$1701.

1. Approve minutes from the July 18, 2023 meeting. Motion to accept by Al, second by bob. Vote Ronnie yes, Theresa yes, Al yes, Natalie yes, Charlene yes.
2. Director's Report presented by Rosemary. Space Auditor, David will be presenting the space audit at 2 PM. Landscaper has provided a plan for the plantings around the pavilion. Kate will find some pricing for all the plants suggested. We had a lot of stuff in the cabinets and the stuff that isn't used anymore, so the seniors committee grabbed what they wanted, the Friends collected what they wanted. Kate will get copies of the quotes to Joe Guthrie of gutter quotes. Because of the risk of water damage to the building he will seek these funds from town maintenance budget
 - a. Stats- looking good and the library is seeing a lot of visitors
3. Treasurer's Report
 - a. Budget-mileage is higher than usual, maintenance is already at 85%
 - b. Quarterly report from Ray Noel -Al will get some dates from Ray Noel that he can meet with a special meeting with the trustees since he

can't meet on Tuesdays. Rosemary handed out the Investment policy review statement which trustees signed. Ray Noel's report to Al: T Rowe Price Technology still on watch list. Market volatility not value of stock is the cause. From April 1 to June 30, 2023 our portfolio earned 6.93% Consumer spending and employment remain strong. Since the inception of our account our portfolio has earned an average of 6.79%our target is 6%

- c. Chris Adams from Edward Jones will be here on Sept 19 meeting.

4. Old Business

- a. Personnel – Emily will take over next meeting as the note taker for meeting minutes as Kate will be director by then.
- b. Pavilion- Landscaper has presented a plan to help soften road noise.

5. New Business

- a. Zoom with David Vinjamuri @ 2 PM David presented a brief overview of what a space audit will do. His history with marketing will help us understand how patrons navigate retail spaces and therefore how libraries can sort out their spaces to help folks discover more, therefore increasing library usage. Keeping adjustable spaces and not having areas that are not used is a good focus. Mission of the collection to engage people to explore knowledge and to circulate. We should be thinking of portions of the library as a showroom. Curation is helping folks discover items with the assistance of librarians and with lots of themed displays. Trustees will review sections of the report through the next few months and continue through the report to see what may work for our library. Each month Natalie suggested that we review some parts of the report to see if we can implement them.
- b. [Kristina left meeting approximately 3:20pm]

- 6. Donations by groups or individuals. Motion to accept by Charlene, seconded by Al. Vote Ronnie yes, Theresa yes, Al yes, Natalie yes, Charlene yes.

- a. Acceptance of donations in memory
- b. Money in donation jar
- c. Books, audios & videos from various individuals

- d. Donations by groups or individuals
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- 7. Correspondence –
 - a. Thank you letter from Rosemary Krol for the trustees support during her tenure here.

 - 8. Meeting adjourned: motion to adjourn by Ronnie, seconded by Charlene.
Vote Ronnie yes, Theresa yes, Al yes, Natalie yes, Charlene yes. At 3:44PM

Next meeting September 19 1:30 PM