

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, February 14, 2023

Present: President Tompkins, Director Sally Murphy, Carrie Crane, Ruth Barry, Suzanne Curran, Jerine Faber, Mary Jo Hanna, Marsha Watson, Nancy Wightman, Travis Raab

Absent: Erin Kellogg, Mike Page

Meeting Called to Order: President Tompkins opened the meeting at 6:01 P.M.

Minutes Approval: Trustee Wightman made, and Trustee Barry seconded, a motion to accept the January minutes with the following adjustments, change the next meeting from January 14 to February 14. All approved.

Director Murphy's Report:

Director Murphy shared programming updates and recommended that the programming budget remain the same as last year. Many of these programs are in the trial stage and she is paying attention to community feedback and requests.

Discussion occurred around paying for different programming, such as yoga. Director Murphy talked with STLS on their experience and many libraries do pay for programming. She will look into guidelines for a policy.

Director Murphy is recommending that we continue to provide the shredding day service to our community members, even though we do not profit from this. In addition to this service, Director Murphy also shared that she was pre-approved to take the notary public exam, which will be another service that we can offer our patrons.

Treasurer Report:

President Tompkins shared the financial overview and budget on Trustee Page's behalf.

Trustee Wightman motions to approve the 2023 budget with an amendment to program expenses to be changed from \$8,240.00 to \$9,240.00, Trustee Barry seconded, all approved.

Technology Report:

Trustee Raab recommended that we add a mobile website for better mobile support. This will not be an expense. Looking ahead to the next 5-10 years, the desktop computers for all of the employees will be approaching end of life and with the addition of programming and flow of younger people, he recommended keeping an eye on the bandwidth to evaluate if it is still efficient. Trustee Raab will send a written report of these recommendations to President Tompkins.

Fundraising Report:

Trustee Crane had nothing new to report with the annual appeal letters.

Trustee Barry shared that 17 bricks have been sold with a goal of selling 30.

Used Book Room Report:

Trustee Curran reported that the Ebay sales for January were \$427.67 and the Saturday book sales were \$514.12. The monthly total for January is \$941.79 The February sale is off to a good start.

Buildings & Grounds Report:

Trustee Hanna shared that the outside doors are going to be fixed so that air does not come in and out due to gaps.

Memorials Report:

Trustee Curran reported that the memorials for January were \$3,000.

Old Business:**New Business:**

- *Long Range Plan for 2023-2027:* The board shared feedback on the long range plan. The board would like to survey the public on library needs. President Tompkins is asking for feedback to be sent to him by March 3rd.
- *Request for Town Funding:* President Tompkins recommends that we do not ask for an increase this year and will prepare the letter.

Next Meeting Date: March 14, 2023 at 6 PM

Adjournment: Trustee Barry moved to adjourn, seconded by Trustee Wightman. All approved and the Chairman adjourned the meeting at 7:06 PM.

*Respectfully Submitted,
Carrie Crane*