

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, December 12, 2023

Present: President Tompkins, Director Sally Murphy, Carrie Crane, Marsha Watson, Mary Jo Hanna, Suzanne Curran, Nancy Wightman, Ruth Barry, Mike Page

Absent: Jerine Faber

Meeting Called to Order: President Tompkins opened the meeting at 6:05 P.M.

Minutes Approval: Trustee Wightman made, and Trustee Curran seconded, a motion to accept the November minutes. All approved.

Director Murphy's Report:

Director Murphy updated the board that Delaney Lamb has been hired for the Little Bookworms and BethAn Seager was hired to start in January at the front desk.

The cookie walk brought through about 250-300 people and there was a lot of positive feedback. Director Murphy also shared that the boating museum shared 20% of their profit with us from the Halloween collaboration, which was \$375.

Treasurer Report:

Trustee Page presented the proposed 2024 budget and discussed outsourcing the payroll and taxes.

Trustee Wightman moved to accept the proposed 2024 budget, Trustee Watson seconded, all approved.

Technology Report:

Director Murphy reported that Travis Raab came and looked at the hotspot sample and determined that it is an option to be considered for the future. He also looked at Deb's computer and viewed the quote that STLS sent for replacement and felt it was fair.

President Tompkins motioned to approve the purchase for a replacement through STLS not to exceed \$800, Trustee Wightman seconded, all approved.

Fundraising Report:

Trustee Crane reported that the total amount donated to date is \$8,350 from 81 donors, a 17% return. Last year at this time we had \$8,320 from 75 donors and the previous year we had \$7,205

from 80 donors. It was mentioned that the mailing list needs to be adjusted to eliminate those who have not contributed in multiple consecutive years.

Used Book Room Report:

Trustee Curran reported that the Ebay sales for November were \$452.00 and the Saturday book sales were \$453.50. The monthly total for November is \$905.50 and the YTD is \$19,473.42.

Buildings & Grounds Report:

Trustee Watson reported that the gazebo electric is not working and it will get repaired in the spring. She also shared that the doors are still jamming and a locksmith is needed to fix it.

Memorials Report:

Trustee Curran reported that November had \$25 in memorials and the YTD is \$6,257.74.

Old Business:

- *Potential New Board Members:* The board discussed potential candidates and board members will reach out to them.

New Business:

- *Staff Evaluations:* Director Murphy is working on staff evaluations and President Tompkins asked to form a small committee for evaluations. Trustee Barry and Trustee Hanna agreed to join.

Other:

- *Book Challenges:* President Tompkins would like the board to be updated on plans and procedures for potential book challenges as other libraries had experienced demonstrations. This will occur after the holiday.
- *Maintaining records of minutes/agendas:* Trustee Curran asked about policy for maintaining minutes and agendas. In the store room, there is storage of minutes, agendas, board members etc from years ago. Trustee Crane said that all approved minutes go to Lynne for publication on the library website. She also mentioned that she can print out minutes to be housed in the store room. President Tompkins also has copies of minutes from when he was secretary that he can bring in.

Next Meeting Date: January 9, 2024 at 6 PM

Adjournment: Trustee Wightman moved to adjourn, seconded by Trustee Barry. All approved and the Chairman adjourned the meeting at 7:11 PM.

Respectfully Submitted,
Carrie Crane