

Shedd Porter Memorial Library Board Meeting- June 16,2022

Draft

Present: Alyson Montgomery ,Susan Norlander, Matt Saxton, Karn McShane, Kathy Torrey, Joe Levesque (Alternate) Carol Reller absent

The meeting was called to order at 6:06 pm. On a motion made by Susan and seconded by Karn the minutes from last month's meeting were approved.

Librarian's report

- There has been a lot of income from donations this month. Some donors are regular supporters of the library and there has been a specific gift earmarked for assisting the work on ADA compliance. We discussed creating a special savings account for earmarked funds. Susan pointed out that we need to have a publicized special public meeting to accept gifts of \$5000 or more. We will plan to have it before the July board meeting. The check for the door repair and 2 other gifts were large enough to qualify.
- Mailers for the summer reading program went out last week and signups are coming in fast! The Masons have agreed to contribute the Grand Prizes for the Summer Reading again- two bicycles. Thanks to Michael Rogers and the Masons! A special treat will be coming at the final party.
- Story time with Kat continues on the lawn until the summer reading begins in July. It is full of games, art, stories, singing and dancing.
- Page Turners has 61 members and the virtual programs have resulted in some new patrons coming in for library cards to check out books, increasing the usage of the library.
- Circulation was good despite the fact that the library was closed to patrons for a week- 1306 items!
- We are sponsoring the Chase's Mill lecture series through our social media-the first lecture is June 30 on the Connecticut River

Alyson has learned of a workshop on strategic planning she hopes to attend this summer. The outcome of the 3 sessions is the outline of a plan to take back to use- we discussed how to proceed with engaging key members of the community in the planning process. Trustees suggested some people who might be interested in helping work on a plan. We will revisit this after the first workshop meeting in July.

Treasurer's Reports-

Karn is back- hooray! Reports for the last two months had been previously emailed. We discussed some of the issues with the auditors and the complications due to Karn's illness during the time of their visit. The relationship between the library financial systems and the town financial systems was discussed, including the question of Quickbooks- preference of the auditors, but unwieldy for a library which only writes a few checks a month. Karn has set us up with online banking, which has been helpful during Covid and has saved postage and time. We have not received an invoice from OneSource. We discussed the establishment of an understanding between the town and library about the town's responsibilities in terms of maintenance of the building including the payment for custodial services and roof inspection. We will continue to communicate with Mary and the select board about questions, and the maintenance committee has worked on a list of regular items to check on a monthly basis.

Maintenance Committee report - Susan emailed our report earlier- we have been delighted with the new lights and are hoping to save on electrical bills as well as being able to see better! We discussed some things we can do to improve the bathroom situation in the short term since it is used a lot in the summer. We will reach out to some new electricians and plumbers since Don Crump is retired. Susan drafted a letter to go out to the Selectmen signed by the board about the roof inspection in the fall. Elm tree has to be removed, and that is on the list.

Grants- Joe is working on the LCHIP grant, due June 22.

AED training has not been scheduled yet

Cinnamon Bun Saturday- we are planning to return to the gazebo Saturday the 25th!

Meeting adjourned at 7:24. Karn moved Matt seconded

Submitted by Kathy Torrey