

Meeting Minutes
LIBRARY BOARD OF TRUSTEES
Wednesday, August 10, 2022
In-Person

Regular Business

Roll call

Present: John Trause, Sheila Sterling, Eileen Gabrielle, Jessica Holmes (via Zoom), Miriam Yu, Jim Lessersohn, Joe Colella, Susan Jung, Anne Sullivan (via Zoom)

Absent: Eric Mangol

Approval of minutes:

Meeting – July 13, 2022 MY / SJ

Approval of financial reports – June 2022 – and Transaction Reports (Bill Lists) – July 2022 MY / EG

- Lower than expected payroll due to full-time positions going to part-time and/or vacant positions.
- Purchases are slightly behind. Now we have a part-time Technical Services Assistant through the BCCLS job pool. Hopefully it will pick up.
- P/L: Open more than in the past. More activity in terms of money coming from fines and a little ahead due to increased appropriations.
- Healthcare down. Salaries/payroll higher
- Behind in adult purchases from last year.
 - Sheila: Adult acquisitions behind due to vacancy
- Children: \$3k below budget so need to order more books.

Acceptance of July 2022 Information Services Report, and Youth Services Librarian Report EG / JH

Acceptance of July 2022 Director's Report MY / AS

Correspondence

Old Business

Open House – 6 people came to John's open house. Suggestion from one visitor: Dungeons and Dragons for adults. May start in September (most likely evening). John spoke with the Dungeon Master.

Strategic Plan - Plans in place to get people lined up by 9/15 for Focus Groups.

Personnel Committee – Met after last meeting. Meeting again tonight.

Technical Services – Part time person (temp currently working 10 hrs/week, preferred 25 hrs/week) - not giving us too many hours but may end up being permanent employee. We may hire another part-time position from BCCLS job pool. Increase by 4hrs/we - info services hours to work on collection development

Carol made a request in YS report last month for another PT YS assistant to handle social media program planning - under Carol's direction. With intent that current full-time YS assistant would be Carol's backup.

Grant Opportunity: Library services and technology act 2022. Due Friday, 8/12. John completed.

2 new laptops - cameras, mics, etc... Recommendation from tech consultant: \$2800+consulting fee for 6hrs.

Will be used to reconfigure some space to accommodate YS assistant

Currently no desktop computer available for use. Laptops could be used for focus groups, external programs, children's room, adult section.

New Business

Need 2 light fixtures in the library replaced. Track lighting in picture book room and teen room. (Miriam will follow up with Dan)

Family Day: Sunday, 9/18 from 1-5pm at Memorial Field | Rain date: 10/2 | Library will have a table. Need Ideas - should be children focused and adults too. Questionnaires, flyers about strategic plan, sign up for focus groups, crafts. Need volunteers

Arts Amble being rescheduled to 10/23 from 11-2pm, various locations (Senior center, Hague Park, Farmer's Market, and now library). "Fall into the Arts". John will decide on behalf of the library. Poetry, spoken word.

Motion to Adjourn: EG / SJ

Next Board Meeting Wednesday, September 21, 2022