



## **Minutes of the Library Board of Trustees August 17, 2021**

**Present:** Marti Wolf, Melissa Harvey, Kim Bock, Bill Gould, Sarah Chapman, Kate Fitzpatrick, Jennifer Allocca, Dick Backus, Dick Jardine.

### **Girl Scouts presentation:**

- The Girl Scouts Troop 10311 addressed the Board making a proposal for a community arts project, a heron sculpture, which would enable them to earn a Silver Award.
- The scouts described the nature and scope of the project. The project should be completed by September 30th, the deadline for the Silver Award submission.
- The scouts are working with an art teacher in the process of creating the project. The scouts are coordinating with the Farmers' Market to obtain community participation in painting the guitar pick-shaped feathers.
- The Board communicated support for the project.

### **Review and approve prior minutes:**

- The June minutes were approved by the Board by unanimous vote.
- The notes from the July strategic planning retreat were reviewed.

### **Treasurer Reports:**

- Jennifer mentioned that part-time payroll expenditures are low because of the reduced number of employees.
- Benefits costs will be reduced as the town has switched to a new benefits program.
- Sarah is to contact Twin Bridge to ensure the IT expenses are spent in a timely manner.
- The treasurer reports were approved by unanimous vote.

### **Library Director's Report:**

- The Summer Reading program was a success but did not gain the pre-pandemic numbers.
- The Wildlife Program will take place Monday, August 23rd.
- Saturday circulation and library visits are almost at pre-pandemic levels.
- Sarah suggests an outside book sale, under a tent, on September 19th.
- The Library Director's report approved by unanimous vote.

### **Strategic Planning**

- Dick J. reviewed the Strategic Plan and made a couple of additions as discussed by the board.
- Dick J. will facilitate a meeting with the staff to discuss the Strategic Plan and solicit their input. Sarah will coordinate a time and day for the staff to meet with Dick J.
- We will be discussing progress toward the Strategic Plan objectives each and every meeting.

**Human Resources:**

- The trustees memorial plaque will contain the names and years served of trustees from 2010.
- Kate reported that the human resources policy document is progressing, and an electronic version has been prepared.
- Kate has thoughts about working with the Girl Scouts for an oral history project.

**Friends' Report**

- In Betsy's absence there was no report.

**Facilities Report:**

- Nothing new to report on facilities.

**New Business:**

- Jennifer led a discussion about the shifting of funds from one line item to another (e.g., payroll to appliances) for funds paid by the Town Finance Director/Town Treasurer. She will research the details and rules about such shifting and report back to the Board.

The Board adjourned at 8:13 p.m.

**The next meeting will be September 21 at 7 p.m.**

Respectfully submitted,



Dick Jardine