

Mary Charnley, Jessica Ellis-Hopkins, Terry Elliott, Shela Cunningham, Hillary Ciampi-Horn
Eileen Gilbert – Director
Sharon Ciampi – Cemetery Trustee Chair

Call to order: 6:07pm

Reports

Hillary makes a motion to accept July 6th meeting minutes Terry seconded, all in favor.

DIRECTORS REPORT:

Kelly got the delay for jury duty she asked for so she will be on jury duty in October.

Certified came the week of our last meeting. They claim that the issue is fixed but has not been tested thoroughly but has worked so far.

No bill has been received yet for the mini split.

Shela recommended checking the new oil gauge weekly to ensure there hasn't been a leak anywhere. Hillary will check the gauge every Sunday.

Eileen ordered more patron cards for the cost \$425 for 500 cards that money came from the supply line.

Eileen has not yet called the hotline about the break reminder beeping coming from the time clock.

Mary makes a motion to accept the directors report from the July 6th meeting minutes Jessica seconded all in favor.

FINANCIAL REPORT:

Terry recommends taking the cost of the bookshelves from the supply line to help save money in the repair line.

Mary makes a motion to take the money for the bookshelves from the library supply line, Terry seconded all in favor.

The website fee should be coming due in August which should about \$500. Whoot sweet was a free service. Last year they started charging for the service. A full year was paid for in May of 2021. This year the yearly charge came at a time when we were figuring out the credit card policy so it has been switched to a monthly charge. It is \$75 per month paying monthly, If we were to pay for a yearly subscription it would average \$47 per month. This is our social media scheduler.

We have Facebook, Twitter, and Instagram social media accounts.

Mary will contact the daily sun to see about getting on the calendar.

Mary makes a motion to give Eileen permission to pay a yearly subscription to whoot sweet with the credit card In the amount of about \$564. She can report on it during our August meeting. Jessica seconded. All in favor

Hillary makes a motion to accept the financial report from July 6th mary seconded. All in favor.

Old Business

Sharon presented the newest info about the printer. She was waiting for Kyle to try to find a printer that may have already been available. He did give his approval to purchase one anyway. She also got Normas permission. Staples has an all in one that is 124.99 they have ink packs for \$38.89. This is from Staples. She has the budget for this so she proposes that the cemetery trustees buy the printer and the ink if the library trustees can provide the first package of paper. Then purchase two packages of ink next year (2023). A copy of the receipt will be provided to the library trustees.

Jessica makes a motion to accept Sharon's proposal for the printer. The first reems of paper will be donations from Jessica and Hillary. We will also agree to buy the ink for 2023. Shela seconded, all in favor.

Eileen says the cameras are functioning as they should.

Adding to the Vulnerable persons policy it should state: "If staff must contact a parent or guardian or any emergency personnel, an incident report will be filled out and filed at the library. The witness of the incident needs to be the one to file the incident report and notify the library director as soon as possible. If first responders were involved the director needs to call and email a copy of the incident report to the secretary. Otherwise, the director will report the incident to the trustees at a regularly scheduled meeting"

The Credit Card policy will be corrected and presented again at the Aug 9th meeting.

New Business

The friends will be having their book sale on old home day. They have not asked for anything from the staff at this time. The year books will be out this year. The library will be open regular business hours.

We talked about diversity again with Eileen, It was brought up with her that there are no books at all in the library about something like Roe v wade which is a HUGE topic right now. Hillary let her know that she needs to work on getting books on hot topics.

Eileen's directors report in August she will include what she will display to meet a diverse community.

STEM: Eileen returned the oculus quest because it needs a personal Facebook account to function. There have been no takers on the STEM program right now. We will give it a break for now and revisit again in September after the hiring of a new children's librarian.

Eversource/Utilities: TA Jipson gave Eileen the number for Constellations. Eileen has not heard anything from them since reaching out to them last week.

Mary makes a motion to give Eileen permission to change the source to Constellations like the town is doing for the electric bill. Jessica seconded, all In favor.

The question about staffing is if it is necessary to always have 2 people in the library. Convenience stores in the area run fine with one person so it would stand to reason that one person would be fine in the library. Possibly close for lunch if there is only one person on staff at the time.

Eileen is not thrilled about only one person being in the building at a time. She states that there was one occasion that she was uncomfortable being alone in the library so she would not recommend it.

Nonpublic Session called to order: 8:14pm

Nonpublic Adjourned:

Shela makes a motion to seal the nonpublic minutes, Hillary seconded

Roll Call:

Mary- yes

Terry- yes

Jessica - yes

Shela- yes

Hillary – yes

Motion Passed

Meeting adjourned:9:05pm

(Chairman)

(Trustee)

(Trustee)

(Trustee)

(Trustee)

