

G.A.R. Memorial Library Trustees Meeting Minutes  
September 12, 2023, 6:30pm, G. A. R. Memorial Library

Present: Fred Chanania, Marcia Sellos-Moura, Amy Custance, Tom Salvo, Ashley Serveiss, Gary Kalajian, Paula Breger, Sandy Nawrocki, Laura Collins, Corinn Flaherty  
Recording Secretary: Laura Collins

Agenda Item	Outcome
Approve Outstanding Minutes	Marcia moved to approve the July meeting minutes as written. Paula seconded. The vote was 6 approve, 0 oppose, 2 abstain (Sandy was absent from the July meeting, and Tom left early). The July minutes were approved.
Director Report	<ul style="list-style-type: none"> <li>a. Corinn proposed replacing 2 of the 4 patron computer workstations and the staff laptop with a desktop PC station. The total cost for the three computers would be \$2809.52. Fred moved to transfer \$3000 from the Trustees Gift Fund to purchase the patron computers; Amy seconded the motion. The vote was 9 approve, 0 oppose; the fund transfer was unanimously approved.</li> <li>b. The summer reading program ended in August. Kate and Kelly ran successful Thursday morning programs.</li> <li>c. The cherry tree in front of the building is unhealthy. Bartlett's proposal to treat the tree was \$705, including an immediate treatment and more work in the spring. Fred moved to approve the transfer of \$800 to pay for both phases of the treatment; Marcia seconded. The vote was 9 approve, 0 oppose; the cherry tree treatment was unanimously approved.</li> <li>d. The Friends ordered another round of bricks that will be installed in front of the library.</li> <li>e. Kate and Kelly visited The Page School to promote library programs.</li> <li>f. The library was offered the gift of a grandfather clock belonging to former Trustee Bruce Hamilton. Corinn measured the wall by a patron workstation and believes the clock will fit nicely. Bruce Hamilton asked that a plaque be placed commemorating the gift. Fred moved to accept the gift of a grandfather clock from Bruce Hamilton, and Gary seconded. The vote was 9 approve, 0 oppose; the acceptance of the grandfather clock was unanimously approved.</li> <li>g. Corinn would like to replace the flooring on the entire first floor of the library to make it consistent. Corinn contacted former Trustee Wendy Reed, who oversaw the installation of the new flooring in the Children's Room; if the Trustees approve, Corinn will approach Katelyn Bradstreet about the scope of the project. No vote was necessary, but the Trustees expressed general agreement that this project should be undertaken.</li> <li>h. Corinn submitted the ARIS report on August 3.</li> <li>i. Corinn passed the Financial Report to Fred for his signature before final submission.</li> <li>j. Kate Gove's 50th year with the Library is this year; The Select Board Corinn proposed holding a small reception with cake and light refreshments to take place after the Friends of the Library meeting on September 20 at 6:30pm. Fred asked as many Trustees as were able to attend the reception.</li> </ul>
Policy Review	<ul style="list-style-type: none"> <li>a. The Trustees discussed a Code of Conduct policy, as drafted by Corinn.</li> <li>b. Marcia forwarded changes directly to Corinn.</li> </ul>

	<ul style="list-style-type: none"> <li>c. The Prohibited Behavior policy will be lightly edited to include “marijuana and illegal drugs” under a separate bullet point for clarity.</li> <li>d. Sandy asked if the library has a specific policy regarding distributing or hanging flyers in the library. Behaviors prohibited under the current bulletin board policy include petitioning or distributing flyers; currently, Corinn has final say over any materials posted in the library.</li> <li>e. Fred noted that the Bulletin Board policy would need to be amended, but that the Trustees should vote on the current draft of the Conduct Policy. Fred moved to accept the policy as written with the edits that were discussed, and Marcia seconded. The vote was 9 approve, 0 oppose; the Code of Conduct policy was approved.</li> </ul>
Items Not Reasonably Anticipated	<ul style="list-style-type: none"> <li>a. Amy asked about the status of Corinn’s proposed branding project. Corinn expressed a desire to have that work done. Corinn will bring quotes to the October meeting so the Trustees can authorize funding for the branding project.</li> <li>b. Amy asked for an update about the possibility of sending Corinn to the ALA conference. The town is currently revising its current travel and reimbursement policies. In light of potential applicability of these future changes, Fred indicated that the Town Manager suggested that Corinn ensure equitable training opportunities unless and until the town policy is updated and applied. Fred asked Corinn to consider framing an internal policy regarding proposed conference travel for library staff and Director.</li> </ul>
Next meeting	The next meeting is scheduled for October 18, 2023 at 6:30pm on Zoom.

Meeting Adjourned at 7:27pm.

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