

Approved  
JPL Trustee Meeting Minutes  
February 9, 2021

Meeting opened at 6:33.

Those present: Liz Milligan, Chair, Joy McCorkhill, Director, Bette Bovio, Leslie Seppala, Norm Brown and Jeanne Kenison.

The trustees reviewed the January 6, 2021 meeting minutes. Liz made a motion to accept the minutes as written and was seconded by Leslie. The minutes passed.

Leslie passed out the treasurer's report and was reviewed by all trustees. The checking account balance as of February 6, 2021 was \$ 1,798.73, savings account was \$6,027.66 and the windfall account was \$250,020.00. Liz made a motion to accept the treasurer's report as presented, seconded by Bette and passed by all trustees. Trustees reviewed and initialized statements/expenses.

#### Director's Report

Joy submitted the Library report to the town. She included the statistics report for 2020 and the 2012-Current Statistics Report.

Joy stated that she will look into a solar grant she has become aware of for libraries. She has written a list of needs for the new library space and asked Norm if he would be available to be at the school building to go over the library space with Tucker Library Interiors and herself to discuss shelving and other building concerns. Norm is available.

Trustees and Joy discussed the list she compiled for the new library. We discussed computer stations vs laptops and need for increasing the number of outlets and having charging ports in available places for patrons.

Joy stated that Kaitlin Wood had contacted her asking if there was any need for a library assistant. Joy had planned to put an ad in the newspaper this spring but she had good credentials and would like the trustees approval to hire her for this position. She would cover 1 Saturday per month and every Wednesday night.

The Community Calendars have all paid for and delivered. Joy thought of 4 more Jefferson businesses that we could approach to sell ads to next summer.: Jefferson Campground, Israel River Campground and Cameron Sealcoating. Joy will look for missing calendar data specifically phone numbers/ addresses this June/ July. The calendars made money for the FOJL. The calendar will become a fund raiser for the JPL

Trustees 2022.

Joy said that the LTC Grant period has started. She needs to complete the course and do a conversation via zoom by 7/1. Money from the grant has arrived and she will need to track it. She will add a line to her Purchase Statement to track expenditures. She will keep a spreadsheet of expenses/hours used as well.

Joy had a question how she will charge for her 30 extra hours. She questions whether she should charge the hours on her time sheet and track them as such. Then, would she when done give money to the town to cover what she used? She would use the time for training, advertising, conducting conversation and completing evaluation. Liz felt this would be an appropriate way to track and charge for the hours as she had suggested. She said the grant was flexible but she would have to contact them if she changed the budget submitted by more than 10%.

Joy is not sure what she will plan on for this summer's reading program with the theme of Tails and Trails. She may go with last summer's plan of having outdoors activities into late summer. Families will be able to go into library 1 at a time. She will not submit for a Summer grant this year. Joy's daughter, Kenzie, may be able to help as she can do an outdoor activity with her pet snake. She may be able to get Ms. Elliot to allow a farm visit to high school or maybe Wildlife Encounters will let her do a presentation. This is part of her senior capstone project and they have already offered her internship opportunities when she needs them.

Town voting will be held March 9 at the school building but the town meeting will be scheduled for June.

Next meeting will be Tuesday March 9 at 6:30.

Meeting adjourned at 7:17.

Jeanne Kenison, Secretary