

Approved
Marc A. Hurzeler, MD Public Library
Trustee Meeting Minutes
January 10,2023

Meeting opened at 6:43.

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

Jeanne passed out the unapproved meeting minutes for trustees to review. Liz made a motion to accept the November 9, 2022 meeting minutes with corrections, seconded by Leslie and accepted by all trustees. Liz then made a second motion to accept the December 5, 2022 meeting minutes with corrections, seconded by Brenda and accepted by all trustees.

Leslie passed out the treasurer's reports for trustees to review. The savings account balance as of Dec 31, 2022 is \$6,754.39; the checking account balance \$3,860.09; the windfall account balance \$5,711.96. Liz made a motion to approve all the balances as presented, was seconded by Brenda and accepted by all trustees.

Director's Report

There were 199 individual visits in December 2022.

Joy has been working on updating multiple policies for MAML. She re wrote the section on trustee back up for the library director and library assistant in accordance with the JCCB Security Policy in the Personnel Policy. Liz made a motion to accept the policy as written, seconded by Bette and passed by all trustees.

Joy cleaned up the Endowment Fund Policy by adding the last paragraph to include the November 10,2022 trustee vote to move the remaining \$172,000 after the move to be turned over to the Trustees of the Trust Fund. This would be added to the Principal Value of the Endowment Fund, making the the principal balance \$422,000. Liz made a motion to accept the policy as written, seconded by Leslie and passed by all trustees.

The Library Computer/ Internet Policy was updated to be more accurate. After discussion by trustees, Liz made a motion to accept the policy as written, seconded by Brenda and passed by all trustees.

Lastly, she tweaked the Security and Emergency (Working Draft)Policies. After discussion, Liz made a motion to accept the Working Draft of the Emergency Policy and the Security Camera Policy as written, seconded by Jeanne and passed by all trustees.

Joy didn't make her goal of getting the website running by the end of the year; she feels that by the end of the first quarter will be more realistic.

As per the PLA/Digital Literacy Grant, she is 6 classes down , with 6 more to go. Excel had been requested and she'll do one more basic class on the tablet/smart phones. She is up for suggestions. Her interim report was completed and invoices done through 12/15/22. She has her 2 Androids, 1 iPad, 3 computers and hotspot for a year. She also applied for and received Office 365 for 8 computers through techsoup which were needed for the grant. She has 2 android tablets to give away and they may be given to the people that attended the computer classes through a drawing.

Emma will be working on the storybook walk in her spare time. One more board needs to be installed after they get the parking lot grading done. This board will be visible from the back door and will be a welcome sign with directions and a thank you board. We are sorry at this time , it is not handicapped accessible. Emma needs to number the boards.

Joy spoke about moving the hours as Wednesday nights are not very busy and the Boy Scouts are all over the place. Programming on Wednesday night also could interfere with the Boy Scouts. After discussing options with Emma, Joy suggested going back to Monday ,Tuesday or Thursday nights 4-8 and Thursday/ Saturday 9-1. After discussion it was decided to do Monday/ Thursday 4-8 and Thursday/ Saturday 9-1, starting march 1,2023.

The Friends of the Library has started to meet and Susy Astuto will be Treasurer and Denise Bilquin, President.

The calendar delivering and pick-up is done until June.

Goals for 2023 were discussed. The CookBook Club will be started back January 25th at 7. The Puzzle Exchange /Board is set up. Joy will finish off the Digital Learning Grant. She will redo the basic classes and add tablet/smartphone. She will complete all final grant reports (SHARP and NEARSL). She will do some programming with the 3D Printer. She will restart the Book Club, refinish the Library Drop Box and have Emma get Goodreads going.

Pamela O'Neil said she is interested in getting a quilting group going. Joy will try to get programming every month and suggestions are welcome. Emma has been working on SRP and some teen ideas as well.

New Business

Bette is working on getting a group, Coffee and Tea for Seniors, going for Thursday morning 11-12 starting in February.

Liz and Brenda are up for re-election.

Our warrant articles didn't go through and will put off until spring.

Next meeting will be February 14 at 6:30.

Meeting adjourned at 8:00.