

Approved
JPL Trustee Meeting Minutes
May 10, 2022

Meeting opened: 6:35.

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

Jeanne passed out the Unapproved Minutes for the April 15, 2022 Trustee Meeting and 2 corrections were made. Liz made a motion to accept the minutes as corrected and was seconded by Brenda. This was passed by all trustees.

Lesley passed out the treasurer's report for all trustees to review. The savings account balance as of April 30, 2022 is \$6,096.20; the checking account balance as of May 9, 2022 is \$3,056.98; the windfall account balance as of May 3, 2022 is \$182,676.86. Liz made a motion to accept the reports as presented and seconded by Leslie. The report passed by all trustees. Leslie passed out receipts/ expenses for trustees to review and initial.

Joy passed out the applicants for the Jefferson Library Trustee Scholarship for all trustees to review. We decided on 2 applicants to receive \$500 and \$250 each. Joy will return the applications and the recipients to the WMRHS.

Director's Notes

Visits are up: 95, considering we were only open ½ of the month.

Pilcrow Grant was submitted with a check from Friends and is partially here.

Joy has started all the regular library duties: book orders placed, ILL's are coming and going. Joy will be going in on Wednesday to train Emma in receiving ILL's and she will write up the procedure to do this.

Joy will be working on what she's spent and where it should be coming from: what should be in checking, looking for Trustee allowance and grant money and any money left over from last year.

Friends are looking for the next big bill to close out the building account and Joy is looking for any updates on the Hebert Bill. The alternative could be to provide Friends with the receipt for shelving and furniture and they could just pay Trustees.

Joy stated that 3 beanbags have arrived for the Kids room, some fun block seating has arrived, a horseshoe table will arrive Wednesday and a round table is on its way. Joy

decided to order a utility cart for the laminator so she can move it (about \$75). She also ordered additional items/supplies: label maker for shelves/ anything else, power strips/surge protectors (4). She has 1 and will purchase 3 more.

The desk at Northwood's Manufacturing is ready for pickup. She said it will need finish carpentry. The countertop is back ordered to the beginning of June. Joy stated that as soon as she gets it set up , they will come out and measure it.

Joy said she still needs to order a new laptop.

Joy purchased 2 tarps when Norm gets the 2 cabinets and coat rack out. She is hoping that they can be taken out soon as she needs the storage space. Emma would prefer to design the cabinet with acrylic paint and it can be sealed afterward. Leslie suggested Friends give her a gift card from Walmart to cover cost for the supplies

Joy stated that the JROTC just backed out of the Story Walk. Brenda said that the Boy Scouts are still interested in helping out. Jack also declined putting sealer on Story walk boards after requesting a specific sealer that she didn't want to use. This would also be need to be done as well.

Sheila had sent Joy an electronic form of current art. She got the deposit and is waiting on the name. Sheila didn't recommend vertical signs as they aren't visible and felt we should defer to her knowledge on this. She will work out a design and will have it 42" to 36" from the ground for snow.

Norm stated that we can have our old phone number. The phones keep getting delayed.

Joy stated that we didn't get enough ports installed so not everything on the walls is active and need new hardware in the IT closet.

The step down out back will be handled when they do the paving, most likely a ramp.

The awning can be hung anytime. Brenda's husband, Bob, and Tim will get together to look at whether they may be able to do it. The outdoor furniture can go out anytime but Joy wants to get it labeled. Right now it is stored in the bathroom.

Leslie,Emma, Duncan (would be a good resource as he knows allot about 3D printers and asked questions she hadn't thought of) and Joy will be trained in using the 3D printer. Leslie, Bette and Liz expressed interest in the training as well. This may happen on an afternoon in late May. Joy will reach out again after she gets the cart built.

There are no updates on the book sale.

Trustees discussed delaying the Open House to October as we still haven't received the name and we need time to get things produced and ready.

Joy suggested having a Book Sale at the old library space on July 4th. The books are stored there and, hopefully, we will sell the remaining furniture. It would take place after the parade for a few hours.

Liz will ask Amanda whether we can put a mail box in front of the JCC and cancel the POBox. Because of the change of library hours, it's been difficult to get to the post office to pick up the mail.

Next meeting June 14.

Meeting adjourned 7:47