

Draft Minutes

Present: Marjorie Galen, presiding; Kris Haberman, Yvonna Kopacz, Erica Lockwood, Kathryn Shattuck, Maria Gagliardi, recording
Excused: Laurie Ferguson, Mary Murphy

Marjorie called the meeting to order at 7:06pm

APPROVAL OF MINUTES FROM OCTOBER 16, 2024 MEETINGS

Kris moved and Erica seconded the acceptance of the minutes from October 16, 2024. All in favor.

DIRECTOR'S REPORT

Statistics: Overall circulation is up 1.6% YTD.

Lending of books and periodicals is about the same YTD.

Physical Audio/Visual circulation is down 25% YTD.

Digital borrowing is up 20% YTD.

Visitation is up 6% and in-person program attendance is up 15% YTD.

Public computer use is down by 30% YTD and down 55% since 2019.

Policy Review

Yvonna moved and Erica seconded the Personnel Policy Updates as presented. All in favor.

New Policy: Employee Coursework and Internships on Worktime – Yvonna moved and Erica seconded. All in favor.

BUILDING REPORT

Michael Esmay will appear before the zoning board on Wednesday, January 15.

We replaced the hot water heater which was leaking: \$2,200.

We have a new printer with a new feature of mobile printing.

FINANCIAL REPORT

Kris moved and Erica seconded to adopt the 2025 Proposed Budget. All in favor.

Yvonna moved and Kris seconded the Tax Cap Override as presented. All in favor.

Kathryn moved and Kris seconded the acceptance of the 2023 Audit. All in favor.

OLD BUSINESS

Marjorie reported on the Legacy Brochure.

NEW BUSINESS

Election of Marjorie Galen and Erica Lockwood for 2 seats for the trustee term 2025-2029
Maria counted the ballots: A total of 15 ballots cast with 14 for Erica Lockwood and 12 for Marjorie Galen. Both candidates were elected to the board.

Yvonna moved and Kris seconded the adoption of the 2025 Holiday Calendar. All in favor.

Erica moved and Kathryn seconded the adoption of the 2025 Board Meeting Dates. All in favor.

Long Range Plan: Maria reviewed some of the highlights of conducting a Long Range Plan in 2025.

At 7:56pm Kathryn moved to adjourn and Yvonna seconded. All in favor.