

# Trustee Meeting Minutes

March 15, 2023

1. **Call to order**

Trustee Chair Gregory Guimond called the meeting to order at 4:04 p.m. In attendance, Gregory Callie, Dylan White, Dana Forsythe, Robert Marzelli and Cyndee Marcoux (Library Director). Absent Vice-Chair Michelle Noonan and Wally Coyle.

2. **Approval of Minutes of February 15, 2023:**

Trustee White motioned to approve the minutes of February 15, 2023. Trustee Caille seconded the motion: a roll call vote was taken all were in favor.

3. **Directors Report**

The director went over her Building punch list and informed Trustees that Fred Russell in Facilities has replied to all repairs. The roof in the Children's Room was temporarily fixed with caulking. The permanent fix was done on Friday, March 24, 2023.

There is still the issue of the double doors in the children's program room, not locking and patron's using the space without library staff knowledge. Facilities is having Hanover Door look into a solution.

Secured Environment came in to treat the ants. They will be following up in 10 days and then will treat the outside when the weather is warmer.

The Director informed trustees that the second new hire for the circulation position, has started. Paul Anderson, the first hire is doing a great job. He was a volunteer previously and knows the library layout.

4. **Announcements and Correspondence:**

There were none

5. **Strategic Plan Update**

The meeting was a no show. Trustee Marzelli asked for a separate meeting for the trustees to review the draft plan. He would like it as the first agenda item and keeping the rest of the agenda short so the public can attend. It should be sent out to the trustees first so they can review to discuss in April meeting. Director Marcoux will work on a draft outline.

Director Marcoux informed the trustees of her trip into the State House this past week. Other directors across the state were invited. Adult Services Librarian Erica Ruscio also attended. There is a bill right now at the state house regarding the high cost of ebooks and eaudio books libraries are charged by the "Big 5" publishers. Currently libraries around the country are paying three to five times more than a regular consumer. The State is trying to force the publishers to charge a fair price for these items. She discussed further the events of the day and that the state representatives were very supportive of the libraries and look forward to work with them further.

6. **FY2023 Budget Update**

Ms. Marcoux explained to the Trustees that there are a few line items that still need to be spent. Last year we started spending out of State Aid, and Town Accountant Bastille took it out of our salary line. We will continue to pay out of their proper line items to prove the need to increase these line items in the library's budget. It was asked if our State Aid was deposited. Ms. Marcoux explained that the second deposit will be soon, the first deposited was found in between the transitioning of Soft right and Munis.

7. **Town Meeting April 24, 2023**

Trustee, Mr. Guimond stated that he will be at the meeting. Ms. Marcoux wanted to take a vote as to how many would be present. She stated if there were enough present she would be able to sit on the floor. Department heads that are not residents can only sit on the floor if they are with their board members

**8. Next Meeting Date**

The next Trustees meeting will be in person on April 19<sup>th</sup> at 4:00pm in the Adelaide Phillips Conference Room. Questions were asked as to what time the in person meetings will be. That is still on the table at this time. However, there is a rumor that the State will rule to extend Zoom meetings another 1 ½ years or more.

The board asked if Ms. Marcoux could reserve the Library Plaza program Room To accommodate the public if they show up for the Strategic Planning part of meeting. However, that room is not available.

**9. Adjourn**

Mr. Marzelli made a motion to adjourn at 4:50pm. Mr. Forsythe seconded the motion: a roll call vote was taken all were in favor.

Respectfully Submitted,

Cyndee Marcoux