

Trustee Meeting Minutes

September 21, 2022

1. **Call to Order:**

Trustee Chair Gregory Guimond called the meeting to order at 4:03 p.m. In attendance, Gregory Guimond (Chair), Michelle Noonan (Vice-Chair), Wally Coyle, Gregory Caille, Robert Marzelli, Dana Forsythe, Dylan White and Cyndee Marcoux (Library Director).

2. **Approval of Minutes of August 17, 2022:**

Mr. Marzelli made a motion to take accept the minutes of August 17,2022. Mr. Caille seconded the motion; A roll call vote was taken, all were in favor of accepting the minutes.

3. **Director's Report:**

There were no questions.

4. **Announcements and Correspondence:**

Trustee Forsythe provided an update on painting the outside columns. He said that the columns need repair, they are crumbling and mold is growing on them. He feels these repairs should be done before they painting can take place. The library director will email facilities to see if they will have the columns inspected.

5. **Long Range Plan Discussion:**

A date of Saturday, October 15, 2022, was set for the Strategic Planning Committee. The library director will send out invites to the individuals mentioned during the discussion.

6. **Physical Status of the Library Building**

There were no building updates.

7. **FY2023 Budget Update:** Trustee Marzelli noticed that the percent of spending for materials seemed off. The library director checked the spreadsheet and the formula was off. It has been corrected.

8. **FY2024 Budget Update:**

The library director reviewed her meeting with the Town Administrator Michael Maresco, Town Accountant, Anne Bastille and Collector/Treasurer Lisa Clark on Tuesday, September 13 to go over the library's FY2024 budget. The meeting went well and the Town Administrator supported a request for two new positions. A 19.5-hour children/circulation position and a 10-hour reference position. The total FY2024 budget request is \$878,357 a 5.98% increase over FY2023.

9. **Set date for next meeting November 16, 2022 at 4 p.m.**

10. **Adjourn:**

Mr. Coyle made a motion to adjourn at 4:45 p.m. Ms. Noonan seconded; a roll call vote was taken all were in favor.