

Wilton Public and Gregg Free Library/ Trustee Board Meeting Minutes February 21, 2020

The meeting was called to order at 8:10 a.m. Attending were Library Director Pat Fickett, trustees Nikki Andrews, Ron Brown, Felice Fullam, Alison Meltzer, and Molly Shanklin. Trustees Lynne Stone and Mary Ellen Brookes were absent. Peter Howd attended as prospective alternate trustee

Minutes from January, 2019 - approved with corrections: Trustees Lynne Stone and Felice Fullam were present in January. (Molly/Alison)

Eagle Scout Project-approved (Molly, Alison)

Matthew Labrecque proposed a Little Free Library for the outdoor space. He presented plans for a two-shelf box on a granite post, set in concrete. The estimated cost is \$600, for which Matthew will do the fundraising, and the projected completion date is Memorial Day 2020. Pat Fickett will be his contact for the project.

Treasurer's report - approved (Nikki, Felice)

Treasurer Molly Shanklin reported \$37.50 restricted and \$950.00 unrestricted gifts (accepted: Nikki/Felice). We discussed the Trust Account, which showed a 17% return for 2019, and reviewed our investment policy in advance of Cambridge Trust's visit in March. We decided to maintain our draw at 4%.

Director's report - approved (Ron, Nikki)

1. Director Pat Fickett reported that Aiyana has been hired as janitor and is doing excellent work.
2. Pat discussed the state library report, which showed that while our physical attendance and checkouts were down, our electronic contacts and use more than compensated. This follows the national and state trend of increasing use of electronic resources.
3. The Library is Census Central for Wilton. Computers have been designated and staff has been trained. More census workers are needed.
4. Pat recommends Bettie Hill be hired as the new Youth Services Librarian; we discussed her qualifications and approved the hire (Molly, Nikki).

Facilities

1. Area rugs have been received and are much appreciated.
2. Lighting plans for the front sidewalk came in from Milford Electric, and we will ask for a bid. This project will require upgrade to the electrical system. Pat will ask Travis for an estimate.
3. We will seek a bid on carpet rather than no-skid strips for the front stairwell.
4. Received a proposal to remove/replace the tile in the YA room and hall to match that in the HUB. Funds are available in our interior projects budget. Approved (Molly, Felice)
5. Other facilities projects are in hand.

Fundraising and Advocacy

We received 3 responses from our Dec/Jan letter to business. Felice followed up and reported that several businesses offered in-kind contributions such as space, popcorn, gift cards, etc.

New Business

1. The Hillstown Co-op will meet at WPL June 5, 2020.
2. The Monadnock Trustees will be invited to WPL for their fall meeting.

The meeting ended at 10:15 am. (Molly, Felice).

The next regular meeting of the trustees will be at **8:00 a.m. on Friday, March20, 2020.**

Respectfully submitted,
Nikki Andrews for Mary Ellen Brookes 2/22/20