

Cobleigh Public Library Trustees' Meeting

Date: April 26, 2022 **Time:** 6:30 p.m. [Called to order at 6:50]

Attending: Bryn Hoffman, Jessica Simpson, Paula Pearce, Sylvia Dodge, Lorrie Mawhinney (arrived late)

Minutes: Paula made a motion to approve minutes, Sylvia seconded. Motion was approved.

Treasurer's Report: Paula provided the trustees with an update of the financials.

Librarian's Report:

Friends will begin collecting books next month for the Book Sale. They'll be meeting on Tuesday, May 3rd and have invited a Trustee to attend.
Preparations have begun to change over the library system.

Old Business:

VT Afterschool Grant Update: Cobleigh was not chosen as a recipient for a grant that would have funded Bookmobile participation in the KESD Summer Program.

Outreach Librarian Update: Outreach Librarian position has been filled.

Review Non-Traditional Item Lending Policies: Board reviewed the policy for Laptops. Bryn recommends writing individual policies for each type of item (laptops, fishing poles, snowshoes, park passes, telescope, etc). Paula made a motion to create individual lending policies for each non-traditional item (rather than a blanket policy that may not address specific details for diverse items). Jess seconded. Motion was approved. We will update the Trustee calendar to include review of each policy.

Review Volunteer Policy: Current policy says:

"Use of Volunteers - Volunteers may be used to supplement library operations as needed, but not to replace paid staff. The Library Director will supervise all volunteers."

Bryn suggested an amendment: "The Library Director *or designated staff member* will supervise all volunteers." Jess made a motion to accept the amendment. Paula seconded. Motion was approved.

Review Internet/Wireless Policy: Read and discussed the current policy. Lorrie made a motion to accept the Library Network Use Policy as written. Sylvia second. Motion passed.

New Business:

Review Public Use of Building and Collections Policy: Reviewed line-by-line and discussed updates. Bryn will make the suggested changes and bring the updated policy for approval at our next meeting

Review Photography Policy: There doesn't seem to be an existing policy. Bryn will look for a form that parents sign to allow/disallow photos. Discussion about what should be included in this policy. Bryn will research and find examples from other libraries. Revisit at a future meeting.

Next Trustee meeting will be determined via Doodle Poll.

Meeting adjourned at: 8:00 p.m.

Respectfully submitted by Lorrie Mawhinney