

Cobleigh Public Library Trustees' Meeting

Date: September 27, 2022 **Time:** 6:30 p.m. [Called to order at 6:36]

Attending: Bryn Hoffman, Jessica Simpson, Paula Pearce, Sylvia Dodge, Lorrie Mawhinney

Adjustments to Agenda: Bryn proposed two changes; all members agreed to these suggestions.

- + Add to New Business - upcoming vote on merger of village & town
- + Save Review Mission and Goals Statements & Review Current Year's Goals for the Strategic Plan

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

Treasurer's Report: Paula had sent the report out to board members for review.

- + Some budget items have not been spent down yet (notably books, audio/visual, technology supplies, periodicals)
- + Some budget items (property Insurance, internet, heating fuel) may run high
- + Bryn will be working this next month to plan out spending for the remainder of the year.
- + Market is not doing well, investments are not looking great but the suggestion is to stay the course and wait for improvement.
- + Bryn & Paula will prepare 2023's budget and present it to the board in November.

Librarian's Report:

Summer Reading Program

Around 180 participants; 133 kids picked up books from GMB

Coin Drop

Total Collected \$2487.31 - new high for this event

Bryn will advertise total & thank you's; Will need to procure new road signs

KT Grant applications

Bike Shed for book bike

Co-sponsored with town for e-bikes and mountain bikes to lend

AARPA Grant

Still procuring items, deadline for ordering has been extended (good because of shipping and production delays)

Accounting

Bryn was able to procure the 2022 desktop version of Quickbooks. Applied for a grant to cover this software. Bryn, the Town, and Board Treasurer can have access.

Custodian

New hire started last month

Insurance Consultant Visit

Details building updates that need to be made - Bryn has full report

Stair Treads will need to be handled in the 2023 budget; a few other small updates

Strategic Planning

State will be offering webinar at the end of October - trustees requested to attend

Discussion about moving agenda items re: strategic planning until after that

Update from the Friends of Cobleigh Library:

Goal 1: Revitalize with more active members - some new members

More contacts out re: events & meetings
Goal 2: Increase Community Awareness
Section in newsletter that will be going out

Goal 3: Increase Fundraising activities

Winter Valentines Bake Sale; Spring Plant Sale; Summer Raffle; Fall Annual Book Sale

Preparations for Book Sale - increased advertising, new ideas for selling more books and having less left over.

Old Business:

No old business to discuss

New Business:

Upcoming vote on merger of Village of Town - Bryn was alerted that there will be board seats up for discussion; suggested proposal that 5 seats on this board could be made up of 4 Lyndonville residents + 1 person from the surrounding area (phrased that a minimum of 4 Trustees must be from Lyndonville)

Decision about unused vacation time - Request received for unused vacation time to be compensated when an employee no longer works for the library. This is not the policy of the town, and is not expressly indicated in the contract.

Review Mission and Goals Statements - tabled until after trustee strategic planning webinar

Review Current Year's Goals for the Strategic Plan - tabled until after trustee strategic planning webinar

Old Bookmobile (BOW II) - There is an interested buyer. Bryn will follow up to see what this might entail and make preparations for having any library materials moved.

Meeting adjourned at 7:34p.m.

Respectfully submitted by Lorrie Mawhinney