

## Cobleigh Public Library Trustees' Meeting

**Date:** March 8, 2023 **Time:** 5:30 p.m. [Called to order at 5:37 by Jess]

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

**Adjustments to Agenda:** Discussion of New Children's Librarian moves to Executive Session. Lorrie motion, Jess second. Motion carried.

**Minutes:** Hilary made a motion to approve minutes, Sylvia seconded. Motion approved.

### **Treasurer's Report:**

Budget vs. Actual report through end of Feb

Income: Annual Fundraiser has done well

Expenditures: Fuel is at about 65% of budget used; custodial supplies, postage, and building repairs are a little high. Other areas look good.

Endowment - clarify if we will still be drawing same amount as last year or stick to 5%

### **Friends of the Cobleigh Update:**

Bryn reports that the Bake Sale went well; Plant Sale planned for Saturday May 26th

Next meeting April 4th (or thereabouts)

### **Librarian's Report:**

*Professional Development for Staff*

Two staff members will attend the Vermont Library Association (VLA) conference

*Programs & Circulation*

Lights on Lyndon Event - 157 people visited throughout the day

Snow day called for Saturday, March 4th due to hazardous driving conditions

Discussion around book donation policies and determining what materials are cataloged for the collection or used for book sale

### **Old Business:**

*Children's Librarian Search*

At 5:57 Hilary made a motion to move to executive session to discuss the new children's librarian position. Sylvia seconded. Motion carried.

Discussion about hiring children's librarian candidate.

Hilary made a motion to end the executive session at 6:09. Jess 2nd. Motion carried.

### **New Business:**

*Capital Grants Project*

Bryn will submit Needs Assessment, including Steps (indoor), Steps (outdoor),

Windows, Elevator, Blinds for Vermont Room & Reading Room

Need to discuss with Select Board due to being a public building

*Bookmobile Update*

Will need extensive repairs to maintain, looking at options beyond this summer

Form a committee to bring in ideas for moving forward; possibly survey towns that use Bookmobile services

*New Library Sign*

Generous donation made to replace the sign out front

Local artist has offered to design a sign and will submit a proposal; possibly partner with a metal artist or mason.

Bryn will meet with Town & Select Board for approval/permitting/etc

Suggestion to have lighting as an addition

**Next Meeting:** Wednesday, April 12th 5:30pm

Hilary made a motion to adjourn, seconded by Sylvia. Meeting adjourned at 7:03 p.m.

Respectfully submitted by Lorrie Mawhinney