

Cobleigh Public Library Trustees' Meeting

Date: October 18, 2023 **Time:** 5:30 p.m. [Called to order at 5:35 p.m.]

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

Adjustments to Agenda: Add discussion of Incident at Library from 6/10/23 to Old Business.

Minutes: Hilary made a motion to approve the minutes. Sylvia seconded. Motion carried.

Treasurer's Report:

Upcoming meeting with Edward Jones rep
Plan to ensure budgeting or acquiring funds in other ways to cover big maintenance projects and fuel expenses
Building has had an efficiency audit done - report has not arrived yet - plan to make some updates to the proposed budget based on that report

Librarian's Report:

Staffing

Outreach Librarian position has been filled

Library System Update

KOHA migration is continuing

Fundraising Opportunities

Coin Drop brought in \$2,289

Coins for Community (through White Market) brought in \$4,495 for the Bookmobile

Consider application to the Lyndonville Hardware round-up program

Friends of the Cobleigh Update:

Fundraising Updates

Book Sale collected \$1900

Plans taking shape to set up a continual sale from a space in the library

Next Meeting

October 31st

Old Business:

Incident at library on 6/10/23

Striving for closure based on additional information

Discussion of letter to be sent/information to be shared with involved patrons

New Business:

Review Rules of Conduct

Discussed, edits suggested

Review Child Safety Policy

Discussed, edits suggested

Review Trustee Calendar

No edits suggested

Annual Appeal Letter

Discussion of potential individuals we can ask about writing the letter that goes out

Town Appropriations

Sheffield - Paula will work on collecting

Wheelock - Paula will work on collecting

East Haven - Sylvia will work on collecting

Burke, Newark, Sutton - we only need signatures if requesting an increased amount

Next Meeting: Thursday, November 16th 5:30pm

Hilary made a motion to adjourn, seconded by Sylvia. Meeting adjourned at 6:43 p.m.

Respectfully submitted by Lorrie Mawhinney