

## Cobleigh Public Library Trustees' Meeting

**Date:** January 24, 2024      **Time:** 5:30 p.m. [Jessica called to order at 5:36 p.m.]

**Attending:** Bryn Hoffman, Jessica Simpson, Hilary Adams, Paula Pearce [via GoogleMeet], Sylvia Dodge [via GoogleMeet]. Lorrie Mawhinney missing. Bryn took notes.

**Adjustments to Agenda:** No adjustments were made

**Minutes:** Hilary made a motion to accept the minutes. Paula seconded. Motion carried.

**Treasurer's Report:** No Treasurer's report

### Librarian's Report:

#### *ARPA Capital Project funding*

Submissions for the \$16,400,000 in ARPA Capital Project grant funds are about to open. Bryn is attending a webinar next week to learn more. Money may be available for elevator modernization.

#### *New ISP*

Bryn signed a contract with FirstLight to become our new ISP. They will be able to help us transfer off the VT FiberConnect network and build one of our own. We are eligible for a \$20,000 grant from the state to help create this network and defray costs associated with maintaining it until 2034 at the latest. FirstLight previously maintained the FiberConnect network.

#### *Intern*

Bryn is meeting with a potential new intern on Friday, from VTSU-Lyndon. Her name is Maddie Sutton and she will be working with Garrett on children's programming.

#### *Potential partnership with KESD*

Morgan Moore reached out about the possibility of KESD helping fund a position at the Cobleigh to provide after school enrichment programming for KESD students. Bryn, Garrett, and Colleen will meet next week to discuss more.

### Old Business:

#### *New sign - Mary Tapogna*

Hilary, Jess, and Bryn looked over potential designs for the new Cobleigh Library sign. Bryn took pictures to circulate to missing board members and all agreed that further discussion of potential designs could take place via email.

#### *2024 Budget presentation*

Bryn thanked Sylvia and Hilary for attending the Select Board meeting on January 17th. Bryn reported that the Select Board asked some good questions - many about the new copier that has since been installed and is working great! - but overall seemed understanding of the reasons for the increase, and of the good work being done with regard to obtaining grants. They have not issued any follow up questions. Bryn will inform the Board if there are any further developments.

**New Business:***Cash on hand and Accounting practices*

Bryn reported that they did have a follow-up from Dawn Dwyer, the Town Clerk, after the Select Board meeting. Dawn said that the library had a cash-on-hand balance at the end of 2023 of over \$19,000, which was nearly \$10,000 more than budgeted. Bryn has since met with her and Laurie Wiley to discuss possible causes for the discrepancy and they will do a thorough accounting of the library's grants.

*Plan for Strategic Plan*

The library needs to start creating a strategic plan. Bryn asked who on the board could help with this. Hilary and Jess offered to help.

**Next Meeting:** Wednesday, February 21st, 5:30pm

Hilary made a motion to adjourn, seconded by Jess. Meeting adjourned at 6:30 p.m.

Respectfully submitted by Bryn Hoffman