

## Haston Library Trustee Meeting Minutes

December 8th, 2022 @6pm

Haston Library

**Call to order:** 6:01 by Stacie

**Agenda Amendments:** none

**Attendance:** Stacie Tremblay, Victoria Jacobs, Corinna Stanley, Carole Richard, Rusti Gregory, Jen Raynak, Library Director Josh Worman.

**Public Comments:** Lisa Larivee reported regarding the Reserve Fund. After talking with Sue Clark, she asked whether the board would like to roll some of that money into the general budget. If we are going to keep that much money in the fund, there should be a good reason for keeping it there, such as a large project in the future that we are saving for. The Budget Committee is working on this, and is aware that there may be questions about it at Town Meeting.

A possible expenditure would be to contribute to repairing the elevator. Lisa is applying for Vermont Community Development grant, but there may be other opportunities. Stacie will reach out to other libraries to ask about other options.

### **Review and Sign Warrants**

**Correspondence:** none

**Approval of Previous Meeting Minutes:** M Stacie SC unanimously, with an amendment regarding the effective date of the LD wage increase

**Treasurer's Report:** M Stacie SC unanimously

### **Library Director's Report/Strategic Plan Updates:**

November patron visits were the same as last year. Uncanny. There has been an increase in online usage.

The program about historic theater curtains was well-received. The book is available at the library.

No one attended the Charlie Brown Thanksgiving. Josh is planning to do a Charlie Brown Christmas, but hasn't chosen a date yet.

Story Time attendance is also small or none since Sabrina left. It's possible that

everyone is just extra busy this time of year.

### **Strategic Plan:**

Second floor computers have been replaced.

Working toward the goal of increasing circulation for non-traditional items, Stacie suggested an outdoor event with the library's snow shoes.

### **Committee Updates:**

#### **Policy Committee:**

M Stacie SC unanimously to adopt the Request for Reconsideration of Library Resources and the Procedure for Materials Reconsideration

The committee will next review the Gifting Policy and the Reserve Fund Policy, as well as several other policies that are due for review. When the Gifting Policy is reviewed, we should set guidelines for how outgoing donations are handled.

### **New Business:**

**Selectboard Meeting/End-of-Year Report:** December 14th at 6pm, at the Town Hall. All are welcome to attend. The budget will be presented at this meeting. Stacie has written up a statement to go into the Town Report summarizing this year's achievements.

**Polar Express Dec. 16:** Books are here in the library. Stacie ordered the stickers to put inside, which indicate that the books are in memory of Shirley Barnum. When the stickers arrive (probably Saturday), board members will come to the library to put the stickers in the books. A few people will be needed for set-up around 4:00, handing out books, and cleaning up.

### **Old Business:**

**Budget FY 2024:** Budget Committee has updated the request with the new Library Director's wage and the Zoom account subscription (Operating Memberships). Stacie proposed that only grants and other genuinely restricted funds go into the restricted account going forward, and any other donations or collections from fundraising go into the general fund.

M Jen SC with two abstentions to set the request for Town Funds to \$39K.

**Reserve Fund:** The donation to the Franklin Central School will likely be done as a loan from the Haston Library. The Haston will purchase the materials, and loan them as a collection for the school year. Corinna has a list of the requested materials from

Nancy, and the cost will be \$1,085.

M Jen SC unanimously to purchase these books and loan them to the school.

Jen will check in with Joyce to make sure there are no objections.

The reserve fund will be held as a safety net.

**Other Business:**

**Town Meeting Luncheon:** Will be on the agenda for the next meeting.

New Trustees will also be on the agenda for the next meeting.

**Member Concerns:**

Victoria will be gone for the next three meetings, but will join via Zoom.

M Corinna SC unanimously to adjourn.

Adjourned at 7:43pm.

Submitted by Jen Raynak