

Libbie Cass Library Trustees Meeting
June 30, 2022

Call to order by President Maryanne Petrin at 10:00 AM in the Protectworth Room

Roll call: Maryanne Petrin (Chair), Janet Roberts (Treasurer) and Annika Munholand (Secretary) as Trustees; Alternate Trustee Joyce Guinther; Selectman Dick Hendl; Head Librarian Laura Pauling.

Review/acceptance of prior meeting minutes: Janet approves minutes from prior meeting. Maryanne seconds. All in favor 3-0. Minutes from previous meeting accepted.

Treasurer's report:

Report available for review at the main desk of the library. Janet reports that there was no activity in the General Fund account this past month. The Scholarship Fund account had a deposit from the CJP donation, and a withdrawal from the checks that were made out to the scholarship recipients (\$4000). The Day-to-Day account had a deposit of \$518 from a reimbursement from the Friends of the Library, and also a deposit from some lost books. The Day-to-Day account had a withdrawal of \$563 which was spent on books.

Selectman's report:

Dick reports that all is secured for the fire department to obtain new equipment: a truck, a boat and life support.

Librarian's report:

Laura states that the number of library visits and the circulation of books was average for the previous month. There is only \$11 left in Kanopy; this will take 1-2 months to expire. The computer usage went down and is less than prior to Covid. Laura reports that 6 people attended the Nutrition Matters talk. The summer reading program is under way and 12 kids have signed up so far. 10 promotion activity bags for the summer reading program have been taken. Laura mentions that Reading to the Donkey has been added to the July 16th family activity day.

Public comment: None.

Old Business:

1. Scholarship applications: Discussion about reviewing each application upon reception, and calling applicant in the case when something is missing. Discussion about making the items to be submitted for the scholarship application more clear, and in bullet format. Annika will adjust the application form.

2. Credit card: Janet inquired about obtaining a credit card from a bank. Discussion about what other libraries use and different possibilities for Libbie Cass. Amazon and Baker & Taylor have a possibility of an alternate payment method. Town uses Bank of America credit card. Town could probably add a Library account as another user of the card. Janet will work with Tamara from the Town Office.

New Business: None.

Next meeting date: July 28, 2022

Adjournment: Meeting adjourned at 10:33 AM.

ACTIONS:

- Annika will adjust the scholarship application form according to discussion.
- Janet will inquire with Tamara about adding a Library account to the Town Bank of America credit card.