

Libbie Cass Library Trustees Meeting
May 31st, 2023

Call to order by President Maryanne Petrin at 10:36 AM in the Libbie Cass Library

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

Review/acceptance of prior meeting minutes:
Minutes from previous meetings (April 26th and May 3rd) accepted.

Treasurer's report:

Report available for review at the main desk of the library. Janet explains the different accounts to Poul. Poul suggests thinking about obtaining a CD with some of the funds from the General Fund Account since the interest rates are currently higher. Janet will obtain more information about it.

Janet reports that she still needs to transfer \$1000 from the Day-to-Day Account back to the General Fund Account. She states that she will be depositing a donation of about \$4000 into the Scholarship Fund Account.

Janet mentions that an Investment Policy and a Credit Card Policy should be in place for the library. Poul suggested looking at the Town's policies for guidance. Laura will also look into possible investment and credit card policies of other libraries.

Selectman's report:

Poul states that the Town is in the process of hiring a new road agent. Interviews were done yesterday, and a decision needs to be made by the end of the week. There is also discussion about the beach: clean-up and raft positioning.

Librarian's report:

Laura states that the circulation numbers are about average and that the computer usage remains about the same. The number of Adult Book Club participants has increased over the years: it started out with 3 and is now up to 7 participants. In conjunction with the Recreation Dept., a Senior Social that meets twice per month was created. The last gathering had 5 individuals. The Pages & Pizza is on hold for the summer. Laura mentions that the Preschool Playgroup is working out very well and that the parents appreciate the event. Laura reports that the Summer Celebration will be held on July 15th. Similarly to last year, the library will have the Reading with the Donkey event and Steve Blunt as a performer.

Laura states that Janet and Dick Hendl are interested in selling some unwanted items from the library on Ebay. The funds would go directly to the library. There are some adult graphic novels that could be worth some money. Other items that the library does not want anymore may also have some value for resale. After some discussion, it was suggested that a procedure/description should be written by Janet and Dick Hendl. Janet makes a motion to set up an Ebay account pending a policy approved by the Trustees. Annika seconds the motion.

Laura mentions that there will be a memorial service for Alice Nulsen on Saturday June 10th at 10:30 at the Congregational Church in Wilmot. Janet Hendl had asked Laura if the library could be closed on

that day in memory of Alice. Laura thinks that Alice would probably want the library to be open, and Poul suggests making a flyer in memory of Alice to post on the library door on that day. Janet Hendl and Laura plan to attend the service. A sub needs to be available in order to keep the library open on that Saturday morning.

Laura reports that she contacted the Scholarship recipients, and only 2 out of the 5 are available for the reception planned for June 7th. A greater number of students are available the following week on June 14th, so the reception will be post-poned until that day. Laura will contact the students to let them know.

Public comment: None.

Old Business: None.

New Business: None.

Next meeting date: Wednesday June 28th, 2023 at 10:30 AM in the library.

Adjournment: Meeting adjourned at 11:22 AM.

ACTIONS:

- Janet will obtain more information about CD's.
- Laura will also look into creating an Investment Policy and a Credit Card Policy.
- Laura will contact the scholarship recipients about the date change to June 14th.