

Minutes of the Trustees July 8, 2019

Meeting called to order at 7:07

In attendance were Wendy Barry, Chairperson, Jennifer Farrar Trustee and Kim Tolson, Library Director.

Budget:

Ms. Tolson reviewed the Director's Report. She gave an overview of the budget. She highlighted that the Library was over budget on repairs due to being underfunded on maintenance. Ms. Barry commented that a maintenance budget was exhausted for routine items. She said we will discuss at the next meeting when Kim Borst will have revised FY20 numbers.

Personnel:

Ms. Tolson discussed that she met with staff to complete 2018 evaluations and set goals for 2020. She reported on a mandatory training for her and some staff on recordkeeping at Town Hall.

Ms. Tolson reported that a candidate pursuing the archivist position was offered the job but subsequently took another offer. She said she will endeavor to advertise for other candidates. She also reposted the "On-Call" Library position.

Initiatives:

Ms. Tolson gave an update on estimates for a water bottle refill station.

Programs and Services:

Ms. Tolson recapped the Annual Fun Fair held in June as very successful. She reported on upcoming programs including "Barn Babies" which is anticipated to be well attended.

Circulation:

Ms. Tolson discussed the circulation of physical items has increased, contrary to current library trends in the U.S. She also said visits have increased. She said Hoopla and Overdrive use has increased overall. A Technology Fair was discussed for a future date. Ms. Barry noted in-house technology resources is trending down due to age of the operating system and technology hardware available to patrons.

Facilities:

Ms. Tolson discussed recent water heater repairs, coming out of this year's budget.

Strategic plan update.

She reported on the status of her efforts and said she will update the Trustees at the next meeting. She said the timeline is on schedule.

There being no other business, the meeting adjourned at 8:30pm.

A True Record.

Jennifer Farrar, Trustee