

**LIBRARY BOARD OF TRUSTEESA
REGULAR MEETING
December 19, 2023
Community Room
6:30 PM
MINUTES**

1. Meeting Call To Order at 6:26 PM

Peg Higgins, Ward 1
Samantha Gee, Ward 2
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Bruce Jolin, Ward 6
Marie LeJeune, Library Director

Not present

Pam Hubbard, Ward 5
Nat Goodspeed, City Manager's Designee
Katherine Parker-Wright, Patron Services Supervisor

2. Acceptance of the Minutes of the November 21, 2023 Regular Meeting

Candy Bailey motioned to accept with clarifications, BJ2 Minutes were accepted unanimously

3. Treasurer's Report

Spending is on track, spent a little bit more from the Trust accounts. Catalog Card Service went up so a transfer of \$80 from Software Maintenance/Licenses was made.

4. Friends of the Library Report

The Friends did not meet this month. Their next meeting will be in January or February. They did make \$1200 on the raffle baskets at the Festival of Trees.

5. Communications from the Library Director

a. Homeless Encampment/First Church

Tomorrow there will be a notice posted stating that the encampment will need to be closed on January 8th, 2024 by 11:00 AM.

6. Old Business

a. Staff Training Day Recap

The Staff Training Day went great. Katie Ambrose (City Manager) and Kim Conley (Deputy Chief Administrative Officer) came over to speak to the staff. The First Amendment Audit Training for Libraries was very helpful to the Staff.

b. Trustee Terms Expiring in January 2024

The appropriate paperwork was filled out by the Trustees.

7. New Business

a. FY25 Budget Preparation

Marie is preparing the FY25 Library Budget. Marie is asking to increase the amounts for Electronics Services, Special Events and Children's Room Supplies as the Library will be saving a considerable amount of money switching from Innovative to Koha.

The Library also plans to go Fine-Free with a target date of July.

8. Other

Candy mentioned the idea of having a Notary available in the Library for people who cannot make it to banks, etc. because of early closing times. This will be looked into.

9. Adjourn

BJ motioned for the meeting to adjourn, SG2.

The meeting was adjourned at 7:15 PM

Vote was unanimous to adjourn.

Next meeting will be January 16, 2024 at 6:30 PM in the Community Room