

**LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
Tuesday, October 26, 2021**

**Community Room
MINUTES**

1. Meeting Call to Order at 6:30 PM
Marie Lejeune, Library Director
Peg Higgins, Ward 1
Samantha Merchant, Ward 2
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6

Logged in with Teams:
Nat Goodspeed, City Manager's Designee

2. Acceptance of the Minutes of the September 21, 2021 Regular Meeting: Correction on minutes to read: Organization is progressing BJ1, CB2
3. Treasurer's Report
Rob Pallas and Terence O'Rourke, City Attorney, reached out to the Edgerly Family regarding the Trust restricted to Hunting videos. It is difficult to find hunting videos specifically. The family will allow the library to spend the trust on outdoor activities. Lisa is going to spend \$400 on outdoor themed books. Family asked that the library do a press release on the books when they are purchased. Name plates will also be placed in these items.

There was a little issue on overtime which was resolved.

4. Friends of the Library Report
They will find out on Thursday if there is going to be a non-profit table at the Festival of Trees. They would like to have a basket to raffle off.

Last spring a patron asked if there was a Wish List. The patron purchased new chairs for the Children's Room

The Comic Event is coming up on November 9, 2021

5. Communications from the Library Director

- a. A Staff member has resigned and there is an interview tomorrow for this position. Also interviewing for a Children's Room Librarian.
- b. The City will be upgrading to LED lighting in the parking lot and inside the library. The Children's Room will need to be closed for a brief period of time while this is being done. The other sections of the library will be closed as needed.
- c. We had hoped to do a project with Head Start with the ARPA grants but unfortunately, time ran out to apply and get it done. Julian Long, who applies for grants for the City is looking into CDBG grants, looking for programs for underprivileged children.

6. Old Business

Friends of the Library approved \$300 to help pay for lunches for Staff Development Day. Calef's will be providing the lunches. The library will be closed to the public on December 10, 2021 for this.

7. New Business

Thanksgiving Holiday

- a. The library will close a little early on November 24, 2021 the night before the Thanksgiving Holiday. PegH moved to close at 4:00 PM on this date and SamM seconded it. A vote was taken and it was unanimous in closing the library on November 24, 2021 at 4:00 PM.

Charter Amendment

- b. The Charter Amendment was discussed and everyone agreed with the change.

c. Friends Book Club

Peg H stated that the book club has grown to 20 members. The Biography Room is no longer big enough to hold that many members. It was also noted that 1 hour is not long enough. There is not enough space, time or books for all of the members. It was discussed and the meetings will be moved to the Community Room, add additional time to the meetings and getting more books. Donna has offered ILL books as there are only 15 books in the To Go Kit so there will be enough books for all of the members.

8. Other

- a. Bruce stated that as a patron he appreciates the themed movie displays that are set up. He also stated that his application for Trustee has been submitted for his next term as Trustee.

Bruce stated that the last time the minutes from the meetings were posted on the City website were in 2020. Marie now has the capability of posting them on the website.

- b. Marie asked if Katherine can attend the Trustee meetings. There was a question about non-public sessions and whether she is permitted to attend these. Marie is going to find out about the legality of Marie and Katherine to participate in non-public sessions.
- c. Holiday treats for the librarians was discussed and it was decided to do it earlier in the week, the first two or three days of that week. Non-sweet things such as poinsettias for the

desks was discussed. A schedule will be made at the next meeting to give the Trustees time to decided what they would like to do.

9. Meeting was adjourned at 7:39 PM CB1, SM2
Vote was unanimous to adjourn the meeting.

Next scheduled meeting will be November 16, 2021 at 6:30 PM