

Approved Minutes of the Pierson Library Board of Trustees meeting held January 25, 2024

Present: Alice Brown, Lisa Merrill, Becky Jewett, Char Albers, Holly Brough, Lily O'Brien, Julia Shrier; Library Director Mike Hibben; Shelburne Town Finance Committee member Lee Suskin.

Call to Order 6:01 PM

Motion to approve agenda by Alice; seconded by Char. Approved 6:02 PM

Motion to approve minutes from 12/7/23 by Alice; seconded by Becky. Approved 6:02 PM

Motion to approve minutes from 1/18/24 by Alice; seconded by Becky. Approved 6:03 PM

Treasurer's Report from Becky

Major purchase of printer this month, appreciated by staff

Chargepoint unit was damaged, and Town will cover this expense—and will insure it on their policy moving forward.

"Thank you" reception for donors on February 20, 7:00 - 8:00 PM, cookies for donors. Send letter to each of the 78 donors inviting them and a Plus One. Will email those who we have addresses for, in addition. Mike and Lisa will present on what we've done and what we'd like to do with increased funds. We'll make cookies! Becky will draft a letter; Alice and Becky will mail it by Monday, January 29.

Public Comment: Please get thank you receipts to donors mailed in a timely way

Library Director Update

Review of the 15-page document that Mike sent out ahead of time.

Alice makes a motion to redirect the \$3000 we'd earmarked for supplies to programming, if needed; seconded by Becky. Approved 6:26 PM.

Mike is creating a marketing calendar for the Library: When we post on FPF, Seven Days (big programs), Shelburne News short weekly articles, etc. Also looking to change our website, and we'll need a new website creator (current person is retiring), but we can alter our website now while we figure out how to redo our webpage. Maybe consider putting headers only on our FPF postings. And add more photos for website a/o News article.

Dumpster: Can/should we get one? Share with fire? Placement?

Eclipse planning: Primarily for organizations & businesses. Museum, Teddy Bear are doing ticketed events; Farms has no programming; Pierson is doing a FREE program for the Town at the Field House with DJ, Farmer's Market vendors, etc. Have 5,000 eclipse glasses already and we're getting (for free) 10,000 glasses in addition!

Library annual report for town meeting day: Looks very good! Mike will send to Kevin.

Review of Visioning Session from January 18

Who we are: Gathering place, safe place, comfy; helpful, caring, knowledgeable staff; internet source

Who we are NOT: Office space for private conversations, a political place: not partisan, but values-driven

Who we want to be: More synergy with the Town, places for experiences; catalyst for ideas among patrons; forward-thinking innovations of programs & services; places with sections for different noise levels.

Annual circulation review

Requests for Trustees to consider funding

Alice makes a motion that Executive Session is required to discuss a personnel issue; Seconded by Holly 7:02 PM.

Alice makes a motion to enter Executive Session; seconded by Holly. 7:02 PM

Alice makes a motion to end Executive Session; seconded by Becky. 7:41 PM.

In the Executive session, Trustees discussed a plan to temporarily fund additional staff that we will pursue having the town fund in fiscal year 26.

Alice makes a motion to approve the staff additions and salary increases; seconded by Holly. Approved 7:42 PM.

Next scheduled meeting, Thursday, February 15th, 6:30 PM

Motion to adjourn by Alice; seconded by Becky 7:44 PM.

Meeting adjourns 7:45 PM