

Approved Minutes of the Pierson Library Board of Trustees Meeting held October 26, 2023

Present: Alice Brown, Rajiv Srinivasan, Lisa Merrill, Becky Jewett, Char Albers, Holly Brough, Kristin, Jangraw, Lily O'Brien, Julia Shrier; Library Director Mike Hibben

Call to Order 6:06 PM

Motion to approve agenda by Alice ; seconded by Char. Approved 6:07 PM

Welcome to Rajiv, will be trained by Lisa and Holly 6:07 PM

Motion to approve minutes from Sept 21, 2023 by Alice; seconded by Becky. Approved 6:08 PM

Motion to approve minutes from Oct 5, 2023 by Alice; seconded by Becky. App'ved 6:08PM

Motion to approve minutes from Oct 10, 2023 by Alice; seconded by Becky. Approved 6:08 PM

Treasurer's Report from Becky

Looking healthy.

Library Director Update

*Budget updates—we're pretty much on target with our spending for this fiscal year

*Circulation dipped a little, but expected for September

*Programming numbers are now being tabulated, since programming now drives Library visits

*Libby numbers are up considerably, as expected; Kanopy needs more promotion

*Visit numbers were down, likely because the door counter was accidentally reset by "little fingers" this month. Perhaps we need a new, better counter, which would provide us with better data. A range of prices, a range of data provided. Discuss this in November.

*Space needed for staff offices: Plan to form a committee with Historical Soc., staff, Trustees to talk about options.

*Building repairs: Fascia work in process; details to come

*New photocopiers arriving next week, one table-top, one standing; both wireless and capable! These will operate on the honor system, then patrons pay at the front desk.

*Secure wifi for staff should arrive next week

*Need to refresh our policy manual; do this in January, and create a code of conduct to post on website

*Christmas and New Year holidays are on Mondays this year; propose close Christmas Eve (and New Year's Eve) Saturday through Tuesday after the holiday, re-open on Wednesdays after the holiday.

*Job descriptions updated by Mike

*Alice will reach out to Joanne P again to see if she can offer ideas about increasing coziness of some of our spaces.

Budget proposal for the fiscal year starting in July 2024

Mike gives a presentation on the proposed 24 budget

Alice makes a motion to approve the budget proposal; Kristin seconds. Approved 7:22PM

Shelburne News Flyer for Giving Tuesday: Some ideas for tweaks; Have it inserted in Shelburne News for November 16, submit to News by November 10, at the latest.
Motion made to fund the Giving Tuesday flyer up to \$1000, second by Becky. Approved 7:47PM

Library Trustee Projects/Ideas/Placeholders

*Friends Book Sale October 27th – 29th

*Next month: Holiday gift cards for volunteers

*CVU Art in the Library: Julia and Lily have met with a CVU Art teacher to talk about HS art here.

*Mike suggests quarterly art show showcases, when all the building's art gets swapped out, maybe making a Big Evening out of it! Could we have this connect with the CVU art?

Survey results: 180 responders. 89 people say that the Library meets their needs. However, we have room for growth. Discuss this at a future meeting.

Make a motion to change the Library hours to: Monday - Saturday 10:00AM - 5:00PM, with extended hours to 7:00 PM on Tuesday and Thursday, beginning January by Alice, second by Rajiv. Approved 8:14 PM.

Next scheduled meeting, Thursday, November 16th, 6:30 PM

Motion to adjourn by Alice; seconded by Rajiv. Approved 8:19 PM

Reasonable accommodations shall be provided upon request to ensure that this meeting is accessible to all individuals regardless of disability