



Ms. Megan Delehanty
Coslick
Mr. Daniel Hall
Mr. James Lemay
Ms. Eileen MacDougall
Mr. Jeffrey Nussbaum
Mr. Donald Pearson

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Board of Library Trustees

Board of Library Trustees Meeting
Tuesday, June 21, 2022, 7 pm

Present: Daniel Hall, Megan Coslick, James Lemay, Eileen MacDougall, Jeffrey Nussbaum, Donald Pearson, Library Director Tina Stewart, Assistant Library Director Danielle Masterson

The meeting was called to order at 7:05 pm.

Approval of Minutes

Eileen MacDougall made a motion to approve the minutes of May 17, 2022, seconded by Jeff Nussbaum. Motion passes with Daniel Hall abstaining.

Financial and Statistical Report

Library Director Tina Stewart noted that the FY22 budget balance sheet is being updated weekly as we are closing out the fiscal year. Funds were recently added to Overdrive and Hoopla. The library has increased its expenditures of digital materials since COVID because people's reading habits have changed. Jim Lemay made a motion to approve the May financial report, seconded by Jeff Nussbaum. Motion passes.

Library Director's Report

Mrs. Stewart introduced Danielle Masterson, the new Assistant Library Director, who started in this position June 21. She noted that Youth Services Librarian Nicole Chevalier and Assistant Children's Librarian Amy Caira also started in their respective new positions on June 21. Danielle gave an overview of the library's 2022 summer reading program and the grand opening event for the Storywalk at Rotary Park. Mrs. Stewart noted that she has contacted the Wilmington Police Deputy Chief regarding security cameras at the Storywalk. The Deputy Chief will investigate and get back to her on options.

Mrs. Stewart updated the Trustees on the Cummings Grant. Per requirement by Cummings, the promotion of the grant has been done including interview with the *Town Crier*. A page on the website will be added to provide for a chronology of the grant timeline. Mrs. Stewart is working on a request for proposal (RFP) to hire a space designer. Cummings will issue a check to the town \$50K this year and \$50K next year. Barbara Johnson Trust Fund money will be used for the space designer. Jim Lemay asked if state aid funds would be used. Mrs. Stewart noted that we should wait to see the total cost for the project to determine how much would be needed from state aid funds.

Mrs. Stewart updated the Trustees on personnel changes. Circulation Assistant Ruth Ellen Donnelly submitted her retirement notice with her last day of work June 30. Part-time library Associate Jean Diorio was appointed to fill this position. This position will now support both circulation and cataloging services.

Another support position that has been vacant since the COVID shutdown will be filled. Mrs. Stewart plans to recommend an internal candidate for this position, which will support technology and marketing services. Only one of the two part-time positions will be filled.

Mrs. Stewart updated the Trustees on Friends of the Library activities. Membership renewal email just went out recently. Whoever does not renew via this notice will get a letter in the mail. September 25th is the Friends' 25th anniversary. A subcommittee is working on the anniversary plans.

Reorganization

Jim Lemay nominated Daniel Hall to be Chairman, Eileen seconded. Motion passes. Jeff nominated Megan Coslick to be Vice-Chair; Eileen MacDougall seconded. Motion passes.

Trustee Comments -

Jeff Nussbaum indicated that he used the new electric car charger in the library's parking lot. He asked about the cones in the parking space. Tina will check into this and get a sign to indicate that the space is reserved for electric cars for charging.

Jim Lemay enjoyed the June 9 foraging program with his son at Hathaway Acres and the staff meeting presentation on censorship.

Megan Coslick said her son is excited about summer reading after Nicole's visit at his school.

Don Pearson visited the Gillbertville Public Library and shared the brochure from the library.

Dan Hall read a note from Charlotte Wood thanking them for the retirement gift certificate.

Adjourn - Eileen MacDougall made a motion to adjourn at 8:03 pm; Jim Lemay seconded; motion passes.

Submitted by,
Danielle Masterson

Danielle Masterson

Documents used at the meeting:

May Financial Report

May Statistics

Library Director's Report