

Official Meeting Minutes
Middletown Springs Public Library
Regular Trustee Meeting
Wednesday February 22 2023
7 p.m. on Zoom
Respectfully submitted by Haley Kenyon

In attendance: Kimberly Bushnell, Sean Ruck, Kristal Hier, Beth Miller, Haley Kenyon

Agenda

- 1) Call to Order
 - 7:00pm
- 2) Changes, Additions, Approval of Agenda -
- 3) Approval of Minutes-Jan and Special Meeting –
 - Beth motioned to approve. Sean seconded. All approved.
- 4) Policy Review
 1. Computer use-to be reviewed
 - To be adopted at a future meeting with Kimberly’s suggested changes.
 2. Collection Development-to be reviewed
 - To be adopted at a future meeting with Kimberly’s suggested changes.
 3. Watch email for policies to be reviewed in March
 - Kimberly sent out March policies.
- 5) Treasurer’s Report-
 - Tabled for March.
- 6) Librarian’s Report-
 - Library is hosting 6 of the Middletown Springs University classes.
 - Capital Projects Needs Assessment for what libraries need in advance of the grant process due by March 31.
 - Book sale discussion. Will have book sale in Spring. Date to be decided in future.
 - Baby Book policy updated.
- 7) Friends Update-next mtg
 - Next meeting March 14th
 - Friends purchased a family pass to Wonderfeet kids museum to be checked out at the library.
- 8) Facilities Update
 1. Casey (Architect) beginning work
 - Architect people came and measured library to start work
 - Frank Parent sent a bill but still no report. Kristal to follow up.

9) Old Business

1. PIE

- Discussed logistics and tasks.

2. SB Meeting schedule

- Started to work out schedule for trustees to go to select board meetings.

3. Keep thinking about possible members

- Still thinking about potential members

10) New business

1. Assistant Librarian(outreach librarian) Job hours and advertising

- Melissa will be done at latest the first week in April
- Would like to have the job listing posted sooner rather than later
- Discussed job description and hours

2. Candidate Forum Trustees host. Cookies, moderator, trustee presence, audience

- Discussed trustee presence/host, cookies, advertising.
- Beth will make posters
- Kristal will call Carl Haynes about moderating.

11) Other Lawful Business-SIGN BOARD ORDERS

- Tabled for next in-person meeting.

12) Set Next Meeting Date

Next Regular Meeting March 22 2023 7pm at Library

13) Adjourn

- 8:28pm