

Official Meeting Minutes
Middletown Springs Public Library
Regular Trustee Meeting
Wednesday March 22nd 2023
7 p.m. at Library
Respectfully Submitted by Haley Kenyon

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

- 1) Call to Order:
 - 7:07pm
- 2) Changes, Additions, Approval of Agenda
 - added candidate forum wrap-up to old business.
- 3) Approval of Minutes-Feb
 - Kristal moved to approve the minutes. Beth seconded. Motion carried.
- 4) policy review- Privacy and Access for children.
 - Privacy – Good to move forward with.
 - Access for Children- Internet use portion to be updated in a future meeting.
 - April policies are Equipment usage, gift policy, and reference policy.
- 5) Treasurer’s Report
 - All is well. Nothing major to report.
 - Haley motioned to approve. Kristal seconded. Motion carried.
- 6) Librarian’s Report
 - Six Middletown Springs University classes were hosted at the library.
 - There will be one more outdoor story hour series for the spring.
 - Melissa’s last day is Wednesday April 5th.
- 7) Friends Update-next mtg
 - Friends will be having a plant sale on memorial day weekend.
 - Next meeting is April 11th at 7:15 at the library.
- 8) Facilities Update
 - wastewater – Frank Parent is ready to apply for a permit to work on wastewater. Needs architect drawing to do so, which should be early next week.
 - other updates (st Anne, needs assessment, windows, etc) –
 - i. The church is open to library use—via a community member who spoke with a church leader.
 - ii. The friends have money set aside to help work on the heat pump. The trustees will contact Ed Lawson to have him come and work on it.
- 9) Old Business
 - 1. PFB Wrap up
 - i. Pie for Breakfast made around \$2200, with about 180 attendees.

- 2. Idea for Trustee
 - i. A community member has expressed interest. Kristal will reach out to them.
- 3. SB mtg rep 3/23
 - i. Sean will go.

- 4. Assistant position update
 - i. Kimberly sent a job description to trustees to look over. It will run on Front Porch Forum.

- 5. Candidate Forum –
 - i. Only three attendees were not town officers. But there were around 18 people there. Felt important and valuable, but there did not seem to be a lot of diversity in politics. Maybe hold it in a different location in the future.

10) New business

- Recognize staff
 - ii. Talked about ways to recognize the work Melissa has done over the past few years and made tentative plans.

- 2. Annual letter planning
 - i. Planning for the beginning of May to get annual letter out. Will do a work party again this year to stuff envelopes.

10) Other Lawful Business

- Board orders signed.

11) Next Meeting

- April 26 7pm Library

12) Adjourn

- 8:42pm.