

Official Meeting Minutes
Middletown Springs Public Library
Regular Trustee Meeting
Wednesday November 30th 2022 7pm at Library
Respectfully Submitted by Haley Kenyon

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

1. Call to Order
 - 7:08pm
2. Changes/Approval of Agenda
 - Added Pie for Breakfast to New Business.
3. Approval of October minutes
 - Kristal motions to accept October minutes
 - Beth seconds. Motion carries.
4. Treasurers report
 - There is an issue with QuickBooks that is causing a reconciliation discrepancy. But it is a technical issue, not an actual discrepancy.
 - Kristal motions to accept Treasurers report.
 - Haley seconds. Motion passes.
5. Librarian's Report
 - There were over 100 visitors to the Halloween open house.
 - There are several events and programs in the works
 - VTLib is adopting a program called Palace Project that provides free ebooks and audiobooks. All Vermonters will have this access. More information to come.
6. Friends update
 - Friends had their annual meeting on 11/29. It was great.
 - At the meeting the friends celebrated their 10th anniversary.
 - Their two vacant seats have been filled.
 - The friends would like to put a permanent post on library property for a sign in book at the end of the story walk. The trustees support that idea.
 - Next meeting: December 13th at 7:15.
7. Facilities Update
 - We are still waiting for the septic report from Frank Parent.
 - We have been approved for \$500 through the preservation trust to be used for work with an architect.
8. Old Business.
 - Calendar

- i. Calendar is at the printer, and in the queue. We should have it back by mid-December.
 - ii. Delivery will be done by sitting at the Dump on Saturday the 17th, and at Crossman's on Sunday the 18th. As long as Calendars are in by then.
- Rug Cleaning
 - i. Proposed adding rug cleaning into the budget as an annual expense.
 - ii. Haley made a motion. Beth seconded. Motion carries.
- Succession Plan Update
 - i. Kimberly and Kristal are working on a plan for what library jobs may look like in the future. In order to make any future staffing transitions smooth.
- Garden
 - i. Garden has been cut back by Elaine Huber. She may be willing to work on it going forward.
 - ii. Proposed to add \$1000 to budget for garden upkeep.
 - iii. Beth motioned to approve. Kristal seconded. Motion carries.

9. New Business

- Payrate/Budgets
 - i. Budget is due on Dec 31. To be discussed and approved during December meeting.
- December Meeting
 - i. 12/15/22 at 7pm. (Thursday).
- Pie for Breakfast
 - i. Date will be: 3/11/23.
 - ii. Kristal will check with school to see if their space is available.

10. Other Lawful business

- Signed Board Orders
- The board moved, by unanimous consent, to ask the selectboard to appoint Sean Ruck to the vacant library board seat for the remainder of the term (up for reelection in March 2023).

11. Next Meeting

- 12/15/22 at 7pm. At the library.

12. Adjourn

- 8pm.