

## *Jacob Edwards Library*

### **Minutes of December 21, 2021**

The Library Trustee meeting of December 21, 2021 began at 12:02 PM. Present at the meeting were Trustees Maureen Gullekson, Robin Weber, James Dyer, Beth Cournoyer, Dick Whitney and Library Director Margaret Morrissey. Gary Bridgman arrived at 12:20. Tammie Darling was present to record the minutes.

Dick Whitney motioned to approve the November 2021 minutes, with a correction that Robin Weber abstained from a vote regarding the purchase of artwork that took place during the November meeting. Maureen Gullekson seconded. So voted.

Financial Report – Gary Bridgman did not provide a financial report. Margaret noted that the Friends of Jacob Edwards Library paid for the holiday decorations and she inquired about the Trustees purchasing the decorations in the future.

Chair Report – Robin Weber would like the trustees to review the draft version of the procedure for funding special projects and also to review the information sheet to confirm each trustee's email address and phone number.

Vice Chair Report – James Dyer is establishing banking contacts and will schedule a time to talk to a contact person via telephone.

Director's Report – Jessi McCarthy was introduced as the new Adult Services Librarian. Margaret discussed various repairs/maintenance that have been completed at the Library and thanked the Trustees for the contribution toward the holiday luncheon for the staff. Maureen Gullekson asked if the Director's Report could be distributed electronically before the next Trustee meeting for review.

Old Business – Margaret Morrissey displayed the new website for Trustees. The staff will be trained to add information to the website, which is mobile friendly. Dick Whitney provided the Trustees with a powerpoint presentation regarding the interactive touchscreen kiosk. At this time, the Trustees have decided that this may be a community investment rather than a Library investment. Robin Weber suggested Dick Whitney pursue funding with the Southbridge Business Partnership.

Fines Policy- The Fines Policy will be discussed at the January meeting. The Funding Policy will also be discussed at the January meeting.

Maureen motioned to adjourn the meeting at 1:05PM, Beth Cournoyer seconded. So voted. The next meeting will be held on January 25, 2022 at 12:00 PM.