

Jacob Edwards Library

Minutes of January 25, 2022

The Library Trustee meeting of January 25, 2022 began at 12:02 PM. Present at the meeting were Trustees Maureen Gullekson, Robin Weber, Beth Cournoyer, Gary Bridgman, Mel Blake and Library Director Margaret Morrissey. Tammie Darling was present to record the minutes.

Beth Cournoyer motioned to approve the December 2021 minutes, Maureen Gullekson seconded. So voted.

Financial Report – Gary Bridgman did not provide a financial report, but advised the Trustees that he will contact the Town Accountant for more timely monthly statements of Library bank accounts.

Chair Report – Robin Weber confirmed after discussing the matter with the Town Manager that the Trustee meetings will continue to take place in person. Maureen Gullekson (bank Trustee) announced that she will be retiring and her last meeting will be in March 2022. The Trustees will search for a new Trustee. Maureen will be traveling but she will be back in the Fall and would like to serve as Trustee if the position is still available.

Vice Chair Report – James Dyer did not attend the meeting and there was no Vice Chair Report.

Director's Report –Margaret discussed various repairs/maintenance that have been completed at the Library and discussed a complaint from a patron who had a negative experience at the Library. A cleaning company approached Margaret regarding posting an advertisement. Margaret notified the Company that commercial postings are not allowed. The Company hung the advertisement anyway, stating that the Town Hall gave her permission, which was not true. Margaret removed the posting.

Gary Bridgman motioned that the Trustees accept the gifts and donations that were stated in the Director's Report. Mel Blake seconded. So voted. Margaret thanked the Board for their continued support.

Margaret distributed the new Hotspot Lending Policy and will put all policies in binders going forward with all related paperwork.

Old Business – Funding of Library Projects Procedure – Robin Weber discussed options regarding a funding procedure. Gary Bridgman stated that the question of what the Trustees can afford should come last after first considering projects and the benefit to the Library. Maureen Gullekson stated that the Trustees need an annual list of projects with costs associated for discussion. Robin Weber asked Margaret Morrissey for a list of top priorities with costs associated by the April 2022 meeting. Beth Cournoyer noted that the Town, not the Trustees, should repair all building related projects. Robin will create a simplified procedure to decide on funding.

Fines Policy- Maureen Gullekson motioned to approve the Fines Policy, Mel Blake seconded. So voted.

Gary Bridgman motioned to adjourn the meeting at 12:47 PM, Beth Cournoyer seconded. So voted. The next meeting will be held on February 15, 2022 at 12:00 PM.

Accepted 2/15/2022