

Library Trustee Meeting

Feb 14th at 7pm

Present: Mike McMahon, Tracy Meczywor, Tammy Ciak-Bissaillon, Cindi Warner, Lynn (Director)

Absent: Jen Belden, Maria Gallo

Communications

Shurtleff grant: Molly researched sensory station activities for children

The grant proposal is due at the end of February and Lynn will be mailing it out this week.

Sarah Gillette: due the end of February

-- proposal is for memory kits for Seniors who have dementia

Summer Reading: kicks off June 24th

Kick-off program: Kevin O'Keefe Circus Minimus Kids Show 10:30-12pm

-- Lynn considering to either reschedule or pause recurring programs (cook book club, craft&chat) during the 6 weeks to focus on the big summer programs.

-- there are 4 adult programs booked for the summer program

January Minutes: Motion to Approve: Tracy 2nd: Tammy

-- unanimously approved

Director's Report

Jan: circulations went down but door count was up

Feb: on track to be a good month

Old Business

Lynn left a message to building maintenance about the book drops (have rust on the bottom) but has not heard back yet

Cindi will contact a local auto body shop to see if they would be willing to repair them.

Marketing Plan: working on it for Spring

New Business:

Strategic Plan: Motion to Approve: Tammy 2nd: Tracy

Approved unanimously

-- Lynn will send it to the Library Board of Commissioners

Lynn emailed us a copy of the annual report that was submitted to the Town.

Mission Statement: Strategic Plan Committee wrote a new mission statement as part of the Strategic Plan

Motion to Approve: Tracy 2nd: Tammy

Approved unanimously

External Public Policies (for the policy handbook)

-- was combined with the old mission statement

-- Motion to make it its own separate policy page with the change to add you can use a license if you do not have a library card

was made by Tammy 2nd: Tracy

Approved unanimously

Community Room Application

Motion by Cindi -- cannot be scheduled for more than 3 months at a time

2nd: Tracy

Approved unanimously

Motion to Adjourn: Tracy

2nd: Cindi

Approved unanimously

Meeting adjourned: 7:38pm

Next meeting: March 14th at 7pm