

August – Library Trustee Meeting Minutes

Date: August 20, 2024 Meeting called to order: Frank 2nd: Kim Time: 2:08

Trustees present: Chair & Treasurer: Frank Marsh, Secretary: Kim Moyer, and Cathie Angeley,
Librarian: Lynn Christopher

Any changes to last month's minutes? No Approved: Cathie 2nd: Frank

Treasurer's Report & Warrant Presented. Approved: Kim 2nd: Cathie

Librarian's Report: Month of July

Open Days: 15 Patrons: 226

Computer Usage: Total: 5 Adult: 5 Child: 0

Material Circulation: 196 Downloadable Books: 79

Inter Library Loan (I.L.L.): Total: 43 Borrowed: 22 Loaned Out: 21

Librarian Notes:

- The Summer program began in July with Lindsay and her Puppet Pals Fun with rock painting, and Wildlife Encounters were also held.
- Weekly Story Hour began with attendance numbers less than previous years.

Old Business:

1. Ongoing discussion on purchasing a wireless printer, copier, and scanner. Lynn researched various HP printers and found one she liked for around \$320.00. All agreed that a business grade machine is necessary.
2. Lynn does not want to replace the HP Laser Jet 4200 as it works well.
3. Frank will contact Twin Rivers, the company who maintains the equipment in the Selectmen's office, to learn what they have to offer. He will email quotes to the Board for a vote prior to the next meeting.
4. There is a copier fund of \$346.00 that can be included to replace Lynn's monitor and purchase Microsoft Office.

New Business:

1. Joann Irving emailed her resignation from the board on July 24, 2024.
2. Cathie Angeley agreed to step in to replace Joann and was sworn in on August 7, 2024.
3. Cathie agreed to be added to the library bank account. She will also sign Lynn's timecards.
4. Board was informed that an audit will be held in the third week of September

Next Meeting: Tuesday September 17th

Moved to adjourn: Frank 2nd: Cathie Time: 3:25