



Board of Trustees
Meeting Minutes
Tuesday December 17, 2024 1 PM

Monthly meeting called to order at 1:03pm. In attendance Trustees Natalie Gallo, Veronica Shelley, Al Cipriano, Theresa McTammany; alternate trustee Donna Capern voting in the absence of Bob O'Brien; Select Board Liaison Joe Guthrie; Friends Liaison Carol Cipriano; Director Kate Thomas; Minutes Emily Wentworth.

Visitor comments and questions- none.

Friends of the Library Update- Friends are meeting this Thursday night at 6:30pm. The thrift shop took in about \$2,800 in the last month.

1. Approve minutes from the Nov 19, 2024 meeting. Motion to accept minutes made by Ronnie, seconded by Donna, all in favor.
2. Director's Report- Kate gave her report.
 - a. Stats- trends continue as usual.
3. Treasurer's Report
 - a. Budget- 2025 budget updates- Kate and Natalie will be presenting at the town deliberative session. Edward Jones account stands at \$49,668.24 and LPL at \$80,516.58. Al would like to condense the budget report and will work with Kate to simplify. Theresa asked that a short treasurer's report be included in the combined files so all trustees have something to reference as he speaks. Al will start sending Kate a report before each meeting to be included.
4. Old Business
 - a. Sealed Minutes Policy update- Ronnie shared adjustments to the policy as discussed in the meeting last month. A motion to accept the policy as amended and reviewed in this meeting made by Ronnie, seconded by Theresa, all in favor. The policy will be presented for a second reading at the next meeting on January 21, 2024.
5. New Business
 - a. Brief update on Strategic Plan- Julie created a pamphlet highlighting program attendances and strategic planning targets.
 - b. Thanksgiving days off- Al was concerned that the library is closed for 3 days for the Thanksgiving holiday. The schedule is set for 2025 but the trustees will consider opening the library on the Saturday after Thanksgiving when 2026 is being planned. Kate will look at when surrounding libraries choose to close for this holiday.



- c. Youth Services Librarian position posting- Kate will be posting the youth services librarian position opening by the end of the week.
6. Donations by groups or individuals. Motion to accept all donations made by Donna, seconded by AI, all in favor.
 - a. Acceptance of donations in memory
 - b. Money in donation jar
 - c. Books, audios & videos from various individuals
 - d. Donations by groups or individuals
7. Correspondence- the library has received Christmas cards from various individuals, they are on display behind the front desk.
8. Meeting adjourned: Motion to adjourn made by Theresa, seconded by Ronnie, all in favor. Meeting adjourned at 2:24pm.

Next meeting: Tuesday, January 21, 2024 at 1PM