



Board of Trustees
Meeting Minutes
Tuesday August 19, 2025 1 PM

Monthly meeting called to order at 1:00pm. In attendance Trustees Natalie Gallo, Veronica Shelley, Al Cipriano, Bob O'Brien, Theresa McTammany; Alternate Trustee Donna Capern; Friends Liaison Carol Cipriano; Selectboard Liaison Joe Guthrie at 1:02pm; Director Kate Thomas; Minutes Emily Wentworth.

Visitor comments and questions- none.

Friends of the Library Update- The annual membership meeting is taking place this Friday, August 22nd at 6pm at Sweet Baby Vineyard. The Thrift Shop made nearly \$3,000 in the past month.

1. Approve minutes from the July 15, 2025 meeting. Motion to approve the minutes made by Al, seconded by Bob, all in favor.
2. Director's Report- Kate shared her report.
 - a. Stats- Over 5,000 items were circulated in the month of July, 1,855 items were borrowed electronically. The meeting rooms were used 66 times.
3. Treasurer's Report
 - a. Budget Update- The 2025 budget is on track for the year.
 - b. James Cahn from LPL will be joining the next meeting on September 16, at 1pm via zoom, and the regular meeting will start at 2pm.
4. Old Business
 - a. Supervision of Minors/Children Policy approval. Motion to accept the revised Supervision of Minors/Children Policy made by Ronnie, seconded by Theresa, all in favor.
 - b. Sealed Minutes update- Bob reviewed some more sealed minutes from two meetings in 2011 and recommended that the minutes from May 2, 2011 and October 29, 2011 meetings be added to public record. The board agreed with his assessment and the minutes were made public.
5. New Business
 - a. 2nd floor AC unit failure- Kate is working on collecting quotes and researching options for replacing the failed unit.
 - b. First reading of the meeting room policy- the policy has been updated to allow room booking up to 6 months in advance and the meeting room can be used after hours

until 9pm. Ronnie and Al suggested changing the booking cancellation timeline to “as soon as possible” rather than one month ahead of time.

- c. Patron Code of Conduct First Reading- The town lawyer reviewed the policy and provided feedback. The beginning of the policy was updated to a more positive tone. Kate will double check with the lawyer and police Chief Kelly that the library can prohibit firearms in the policy.
6. Donations by groups or individuals. Motion to accept donations made by Theresa, seconded by Ronnie, 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- none.
8. Meeting adjourned: Motion to adjourn made by Theresa, seconded, by Ronnie, all in favor. Meeting adjourned at 2:08pm.

Next regular meeting Tuesday September 16, 2025 at 2PM