

## **MINUTES: Tunbridge Library Trustee Regular Meeting**

**Date: Tuesday January 4, 2022**

**Time: 6:00pm**

**Place: Tunbridge Public Library**

**Virtual: Link provided @ [tunbridgelibrary.org](https://tunbridgelibrary.org)**

**Attendees:** Anna Dechert, Mariah Lawrence, Theresa Fitzgerald, Catherine Freese, Mark Bomalaski (remote), Michael Krauthamer, Lynne Hadley (community member)

### **MINUTES - Final**

**Meeting called to order 6:11pm**

#### **Community Input:**

(none)

**Secretary Report:** Approve Minutes from December 2021

*Small edits approved. Anna motioned to approve, Catherine seconded, approved.*

#### **Treasurer Report:**

##### *Expenses*

- *Warrant: charge for external services for removing fuel tank were corrected to go to town not to Library*

##### *Income*

- *Appeal letter has raised \$9,751 as of today! (Wow!! Big thanks to our super supportive community!) After expenses (mailing, thank-you patches), we are still over what was budgeted for this income. Donations are still being received. Checks are being deposited by the town as received. A majority of donations were by check, and 12 donations by the new PayPal button. Mariah will look into posting a follow-up with the PayPal link on the library website and social media. Catherine moved to accept Treasurer's report, Michael seconded, approved.*

#### **Librarian Report:**

*There has been a question about a community member selling goods through the library. There's currently no policy, so Mariah is raising it for discussion. Concerns include the space and staff responsibility required to sell goods, and the decision-making process for selecting who can or cannot sell goods via the library. Following discussion, trustees advised that a policy should be drafted saying that goods can be sold only if they have been purchased by or donated to the library - not sold by individual sellers.*

*There was a question about whether volunteers need to be vaccinated. We consulted with the town's legal counsel who advised that we would be allowed to restrict volunteers to vaccinated individuals. The trustees decided that it's in the best interests of the library staff and community for volunteers to be vaccinated.*

*Family of former library neighbors have inquired about donating furniture for the library. Mariah has looked into commissioning a floating counter to go in the back room (the "teen room") to be used as a workspace with computers.*

*Mariah has joined a librarians' book club and is very excited about it! She'll be connecting with other librarians in our time zone for this.*

**Old Business:**

Potential for adding ski trails?

- *Current groomer doesn't have time to do this on a regular basis, but is happy to be asked for specific events. Michael and Mark may collaborate on this additional grooming.*

*Donation thank-you cards*

- *Cards will be divided up for trustees to write notes.*
- *For next year, we suggest printing Thank You cards with a pre-printed note that notes blank spot for donation amount (like 1st Branch Ambulance card)*

**New Business:**

**Public Comments:**

**Action Items:**

- *Theresa will submit library budget draft of town report to Anissa*
- *Trustees will finish thank you letters*
- *Mariah will post donation link on social media*
- *Mariah will make policies for volunteers and in-library sales*

*Meeting adjourned 7:18pm*