

Warning: Tunbridge Library Trustee Regular Meeting Date: MONDAY June 6, 2022

Time: 6:00pm

Place: Tunbridge Public Library

Virtual: Link provided @ tunbridgelibrary.org

Attendees: Anna Dechert, Mariah Lawrence, Laura Ketchum, Mark Bomalaski, Michael Krauthamer, Lynne Hadley

Minutes: (Draft)

- **Community Input: [none]**
- **Welcome new trustees**
 - Vote on trustee roles for upcoming year
 - Review training/library materials for new trustees
 - *Moved for Laura to be treasurer, Anna to be secretary, Michael to be chair; seconded & approved.*
 - *Trustees did a round of introductions to welcome new trustees Lynne & Laura - welcome!*
- **Secretary Report: Approve Minutes from May, 2022**
 - *No edits from last month; Michael moved to accept, seconded & approved.*
- **Treasurer Report:**
 - *Laura met with Becky (town treasurer) to understand current processes. They discussed different ways of tracking grants to make sure we can easily complete necessary reporting for those.*
 - *Laura shared a summary update, highlighting very strong income from grants and fundraising this year. 2023 budget was approved at Town Mtg. in May.*
 - *Mariah estimates income of ~ \$1000 to the Friends of the Library from bake/book sales around Memorial Day.*
- **Librarian Report:**
 - Programs
 - Events
 - Grants/projects
 - Other
 - *Pending items:*
 - *Mowing - the town has put mowing out for a bid; in the interim a volunteer is going to mow as a community service.*
 - *ECFiber - Mariah is working on getting a quote to switch.*
 - *Window repainting - the town asked Mariah to get a quote but she's struggling to find painters/contractors who are available.*
 - *June updates:*

- *Mariah is excited to start Summer Reading program. She'll be visiting K-4 grades at the school for programming and is starting to plan for the next phase of the after school program (in consultation with the new FBUD school principal).*
 - *BumbleBee Garden is coming together well with improvements to the garden, and plans for a picnic table and umbrella. An official opening will be August 6.*
 - *Mariah hired a new assistant librarian for the summer following the departure of a staff member. She'll be looking for someone to hire for Wednesdays and Saturdays starting in the fall.*
 - *Mariah (with the help of several volunteers) has finished some big weeding and reorganization of several bookshelves.*
- **Old Business:**
- **New Business:**
 - *A goal for the upcoming year is to further develop the library's technology & tech services. Work needs to be done in terms of upgrading tech and seeing what services could/should be offered by the library.*
 - *Lynne and Mariah will work together on figuring out a plan for the external town sign board that may be moved across 110 to the library rather than staying in front of the post office (where should it go? What should it look like? Who would build it? Should it really be on this side of the road?)*
 - *Mariah is going to work on a policy around expected behavior for staff and volunteers in their work with patrons (for example, being mindful of privacy)*
- **Public Comments: [none]**
- **Action Items:**

Anna moved to adjourn at 7pm, Michael seconded; approved.