

S. White Dickinson Memorial Library Board of Trustees Meeting Minutes
Wednesday May 17, 2023
Meeting held via Zoom

Present: Bob Smith, chair, James Ross, Cynthia Allen, Frederick Orloski, Lawrence Ashman, Bob Klinger, Cyndi Steiner, Director

Meeting called to order at 6PM by B. Smith

Meeting Minutes from April had the following errors:

Friends are filing their FY22 Federal Tax Return

Spelling of Symanski was wrong

Motion by B. Smith seconded by L. Ashman

Approved Unanimously

Financial Report:

- Budget is holding its own
- J. Ross predicts a potential surplus of \$7,040.39 for the end of FY23.
- These additional funds can be used for anything. Discussion of possible uses for remaining funds.
- Cyndi mentioned that as long as Invoice is dated by 6/30/23 can be paid for using FY23 funds.
- Second State Aid Deposit has been credited.

Directors Report:

- Cyndi reported attending the following Professional Development opportunities:
 - Plan a Campaign to draw people into your library
 - Weeding the Print Collection
 - Effective Strategies to Improve Teamwork
 - Level-up your Professional presence and communication
- As a result of the Weeding workshop Cyndi and Kim are going to review and update Collection Management Policy and will present it to the board when ready.
- Discussion of use of the Library as a Heating/Cooling Center. Board has decided to table the issue until more information is obtained from the Town.
- Board is happy with Circulation Numbers (876) for April. Circulation has rebounded since COVID.

Old Business:

- Use Maintenance Funds to pay for Shades in the Adult Stacks Room? Or State Aid, possibly the Friends?
 - Stair Repair:
 - F. Orloski had Nicholas Jones come and do an assessment of Handicapped Ramp to do step repair.\$1700 estimate Price was comparable to Mark Symanski.
 - J. Ross suggested having Mark Symanski do an examination of the ramp to determine how it is constructed underneath.
- Motion made by C. Allen seconded by J. Ross all in favor

New Business:

- First meeting of the Building Subcommittee.
 - R. Klinger will create a spreadsheet of maintenance projects
- Will have it available by next Trustees meeting
- Board asked Cyndi to purchase a new smoke/carbon monoxide detector
- Cyndi asked that the Children's Room be renamed and dedicated to Ena Monk Cane. Ena Monk Cane Children's Room. J. Ross wil help with the plaque.
- Motion by R. Klinger seconded by C. Allen all approve
- F. Orloski announced that the Selectboard approved use of AARPA funds to pay for windows and electrical upgrades. Monies are available until December 2024.
- Cyndi asked for clarification about the energy audit for the library. F. Orloski is working with the town under the Green Communities Grant and an audit will be done during FY24 when the Elementary School audit has been completed.

Meeting Adjourned at 7:16pm Next meeting scheduled for June 14 at 6pm