

S. White Dickinson Memorial Library Board of Trustees Meeting Minutes
Wednesday November 10, 2023
Meeting held via Zoom

Present: Bob Smith, chair, James Ross, George Colt, Debra Carney, Fred Orloski
Cyndi Steiner, Director

Absent: Bob Klinger

Meeting called to order by B. Smith at 6:02 pm.

Motion to accept October Meeting minutes made by G. Colt, seconded by D. Carney
All approved

Meeting Minutes corrections: Spelling of Marc Bussiere's last name

Financial Report:

Everything looks normal. Spending is tracking as anticipated. Nothing out of the ordinary showing.

Director's Report:

- Asked that library close at 6pm on Wednesday 22 (night before Thanksgiving)
- Housekeeping Items:
 - Cyndi reported that Steve came in and helped her move shelves into the utility closet. She has been organizing and cleaning the closet.
 - All meeting minutes have been forwarded to the Town and are now posted on the Town website
- Asked that the old Brother printer be declared surplus.
 - Motion made by D. Carney 2nd by F. Orloski
 - All approved Cyndi will take printer to Staples for recycling
- Reported to board that Mark Bussiere will be installing outlets upstairs on Thursday & Friday. B. Smith asked Cyndi to ask Marc to make sure that bathrooms will be working for the event on 11/26.
- September 2023 showed record circulation, compared to previous years.

Old Business:

- Update from Fred regarding electrical upgrades
 - Lights in the Robert M Duda Community Room have been replaced. Lights are now on a dimmer switch. Two lights are on their own circuit
 - Lights in both the bathrooms have been upgraded
 - Discussion: Interested in updating/changing lights in the Rotunda to make room brighter?
- Rotunda windows (outside) are painted. \$895 total for the project.

New Business:

- Screens removed from Rotunda windows declared surplus and will be removed by Town
- Request to use \$300 of Friend's Restricted Donation to pay Janet Ryan \$300 to continue the Monday Morning Music and Movement Program. Janet is offering her services at a discounted rate.
 - Motion made by G.Colt 2nd by D. Carney All approved
- Community Celebration flier sent by B. Smith to Board. B. Smith, R. Klinger & Cyndi have created a guest list. They will be working on emailing out invitations. Bob explained that this is a way to thank community members for the time that they have given to the library.

Next meeting will be December 13 at 6:00PM

Meeting adjourned at 6:52 PM by B. Smith

Motion:F. Orloski seconded: J. Ross