**S. White Dickinson Memorial Library Board of Trustees Meeting Minutes**

**Wednesday December 13 , 2023**

**Meeting held via Zoom**

**Present:** Bob Smith,chair, Bob Klinger, Debra Carney, George Colt, Fred Orloski, Cyndi Steiner, Director, Sylvie Jensen, Community Development Administrator

**Absent**: James Ross

Sylvie Jensen joined the meeting to introduce herself.

Meeting called to order by B.Smith at 6:01 pm.

Motion to accept November Meeting minutes made by G. Colt, seconded by D. Carney

All approved.

F.Orloski suggested the following correction: outside Rotunda windows painted

**Financial Report:**

No Financial Report presented.

Cyndi did mention that the first payment of State Aid came in. In the amount of $2491.82 Total award is $4983.64. An increase of $387.03

**Director’s Report**:

* Cyndi attended First Amendment Audits for Public Libraries Prepare and Respond via Zoom that was specifically prepared by MBLC for Librarians
* Library Associates annual evaluations have been completed and submitted to the Town.
* Housekeeping Items:
  + Large Bulletin Board, no longer have a use for. Board wants to keep it. Cyndi suggested using it as a “wall” for the electrical panel.
* Fire Extinguishers were inspected and are good for another year.
* Received postcard from Eversource stating that electrical rate will increase to $0.01435 from $0.09433. Will increase FY25 electric request by 10% to reflect rate increase
* Bike Repair station has been installed

**Old Business:**

* Most recent Invoice received from Marc Bussiere. Submitted to Town for payment
* All electric outlets have been installed upstairs. Still waiting for the plumber to come and install on demand hot water heaters.
* Discussion of how to spend the remaining $1500 from electrical upgrades.
* Discussion regarding the possibility of upgrading minisplit units

**New Business:**

* Strategic Plan
  + Cyndi attained Simply Strategic Planning via Zoom presented by MLS
    - All the resources that we need are available on MLS website
    - D. Carney and G. Colt are going to assist with developing the Community Survey.
    - Strategic Plan is due to MBLC by October 1, 2024
* B. Smith submitted a CPC (Community Preservation Committee) application for brick work repairs that need to be done. Not sure if we will be able to get the funding, as it is considered routine maintenance.
* Discussion of Library Giving Day and eligibility requirements to be a member of the Friends Group

Next meeting will be January 10 at 6:00PM

Meeting adjourned at 6:50 PM by B. Smith

Motion: G.Colt seconded: F.Orloski