

GEORGE HOLMES BIXBY MEMORIAL LIBRARY
MINUTES FOR MEETING OF THE BOARD OF TRUSTEES
WEDNESDAY, DECEMBER 11, 2019
6:00 AT THE LIBRARY

In Attendance: Jan Hicks, Chair; Trustee; Mindy Pobst, Secretary; Moe Baptiste, Treasurer; Robin Macrae Haubrich, Trustee; Dave Luther, Trustee; Charley Beadleston, Alternate Trustee; Peggy Merrow, Alternate Trustee; Laura Abrahamsen, Library Director; Bev Bruster, Children's Librarian

Members of the Public: none

Meeting convened: 6:23

I. Approval of November 7, 2019 meeting minutes

Jan moved, Moe seconded, and the November 7, 2019 minutes were approved as amended.

II. Librarian Reports

A. Library Director's Report

Laura reported that the fiction section has been weeded and shifted so that it is more organized. This allows expansion as additional books are purchased. She plans to label the shelves.

The staff are pleased with the Interlibrary Loan system. It has facilitated more balanced sharing among libraries and filling patron requests more expediently.

The use of Wowbrary will start on January 1, 2020.

Laura is working with teachers and students from Frankestown Elementary School on reorganizing the children's collection topically.

Laura has joined the town's broadband committee.

Many programs are being planned for 2020. Laura is going to present a program for adults and children on "Bullet Journaling." A program on "How to Write a Love Poem" is scheduled for February 4th. She is working with Paul Lawrence on a program about elder care. Dr. Rashidi, who authored a book on mind medicine, is going to present a program likely focusing on a topic such as 'peace of mind'. The Nubanusit Coop is going to provide two programs. She is also looking for input on programming topics from the Council on Humanities.

The public's response to the fine free program has been positive.

The task list was reviewed clarifying jobs and responsibilities. It will be updated.

Laura proposed ordering Alpha Softtouch pens. **Mindy moved, Dave seconded, and the purchase of 200 pens for \$200.00 plus shipping and handling in assorted colors labeled with library information was approved.**

Laura presented information about the benefits of acquiring ALA memberships. **Jan moved, Robin seconded, and the purchase of ALA memberships that are most beneficial for the library was approved.**

B. Children's Librarian Report

After considering the idea of having a drop box at the elementary school Bev presented her thoughts. It was decided that the benefits of **not** having a drop box at the school outweighed those of having one.

Bev described the book drive as very successful; many books were collected and will be sent to the prison to support the reading program for children with parents who are prison.

She plans on attending the next Nubanusit coop meeting and hopes to explore the idea of promoting an audio book exchange among area libraries. In January she plans to conduct a "Journaling January" program.

III. Treasurer's Report

A. Monthly Report

Mindy moved, Jan seconded, and the Treasurers' Report was approved.

B. The history of donations from the Frankestown News was explained. It was recommended that Laura and Bev identify needs relating to technology and approach Sarah Pyle about funding these items with donations from the Frankestown News.

The Friends of the Library money and account cannot be spent by the Trustees. The possibility of resurrecting a "Friends of the Library" group was discussed.

The Waddell and Reed meeting went well. There will be further discussion about this at the January meeting.

Moe and Jan are working on the annual report and audit for January.

IV. Ongoing Business

A. Status of Salary Adjustment Plan

Jan is optimistic that the wage adjustment for the Library staff that was proposed to the Select Board and The Budget Committee will be approved. The Trustees who attended the meeting agreed with this assessment, praising Jan's presentation as effective and persuasive.

B. Thoughts for 2020 and beyond

The Trustees will meet on Monday 1/6 at 10:00 am at the Library to discuss this item.

C. Trustees' Suggestions

Dave wondered about the possibility of acquiring books from the Library of Congress donations. He suggested acquiring materials or items other than print publications or books for circulation.

Laura will investigate what best fits the community needs.

Mindy suggested getting a light motion sensor for the front door.

Dave will research what is entailed and make a recommendation for purchase.

She also proposed exploring the possibility of allowing patrons online access to place holds, renew books, and request materials.

D. Review Robin's list of artwork

Robin described the work of identifying the items on the list. She recommended removing items currently in the attic and displaying them in the library. All the items should be identified, their values should be determined, and this information should be included in the strategic plan.

E. Decide day/time for future Board meetings

The Library Board meetings will be held on the first Tuesday of the month at 5:00 pm.

F. Other

Robin reported that Kevin Pobst has interviewed Brooks Place about the George Bixby Civil War article. Some reprints of the article purchased by the library have been distributed to interested parties. Future plans surrounding this article are still being considered.

Laura said that The Oral History computer has been moved to the upstairs landing.

Caroline Lord's great nephew accessed his family's interviews and was very pleased he was able to listen to many of his relatives.

V. New Business

A. Library's Website (David)

Dave recommends updating the Library's website. He has researched the issue and found that the company, PiperMountainWebs provides a website creating and hosting service for many area libraries. **A committee, including Peggy, Dave, and Laura (and Mindy if she is available) will investigate what is involved in creating an independent website for the library.**

B. Public Comment

There was no public comment.

C. Adjournment

Mindy moved, Jan seconded, and adjourning the meeting was approved.

Adjournment at 8:30 pm

These minutes recorded by Mindy Pobst

Next meeting: January 7, 2020 at 5:00 pm