

## Lanpher Memorial Library Trustee Meeting

January 10,2023

5:00 PM

**Board Members in Attendance:** Chair: Kim Austin Puleio, Vice Chair: Ann Spearing, Treasurer: Jim Noyes, Jo-Anne, Ring (attended by ZOOM), Sigh Searles, Library Director: Amy Olsen, Secretary: Melanie Dickinson

**Added Agenda Items:** Recognition Gift for Ken

**Friends Report:** Amy and Melanie attended the January 4<sup>th</sup> Friends meeting. Amy presented a report which reviewed recent library events and Trustee initiatives/information. She also presented a Wish List for the Friends to consider. The Wish List was approved in executive session. The Friends discussed plans for a Garden Tour to be held on July 22. Plans for future speaker programs were considered. Jim and Amy will attend the next meeting on March 1<sup>st</sup>.

**Secretary's Report:** Ann made the motion to approve the December 13,2022 meeting minutes. Seconded by Jim. All in favor.

**Treasurer's Report:** Jim sent out monthly warrants and financial reports for Trustees to review before the meeting. We appreciate Jim's efforts to keep the LML finances up-to-date and to work diligently with Jenn at the town clerks.

**Librarian's Report:** Amy's report shared a busy calendar of events for January and February. The fireplace is repaired. The sprinkler alarm system needed service. The elevator inspection is still pending. We appreciate Amy's endeavors to ensure the library remains a vital asset to our community.

### **Old Business:**

- **Fireplace Repair** - The fireplace was repaired on Tuesday, January 10<sup>th</sup>. The cost was lower than estimate.
- **Annual Appeal Update** - Melanie reported that at this time we have received 71 donations amounting to \$5,925.18.

### **New Business:**

- **Recognition Gift for Ken** – Jim volunteered to get this ready for presentation.
- **Calendar Review** – The Board reviewed the 2023 yearly calendar. Melanie will print out the revised calendar for Board members.
- **Staff Salaries** – Ron felt that the selectboard will increase salaries by 5%. After much discussion, Sigh made the motion to propose to raise salaries 5% with the caveat that if the town were to raise the COLA above 5% the library will request our budget to reflect the increase. Jo-Anne seconded the motion. All in favor.
- **Capital Reserve Fund** – Amy is waiting for estimates for interior plaster work for the front room and hallway, and for the chimney repair.
- **Policy Review** – The Board agreed to work on sections of the policy at each meeting to be completed by April. Revisions were made up to IV. Materials Selection/Collection Development Policy (Section D). We will begin next meeting reviewing IV. E. Weeding to X. Food and Drink Policy

**Adjournment:** Jo-Anne made the motion to adjourn the meeting. Seconded by Kim. All in favor. Meeting was adjourned at 6:30 PM.

**Agenda Items for Next Meeting:**

- **Staff Evaluation Worksheets Handed Out**
- **Policy Review**

**Next Meeting:  
Tuesday, February 14, 2023**