

**Joseph H. Plumb Memorial Library**  
**Meeting Minutes-January 13, 2022**

**Attendance:** Gail Roberts, Shauna Makuch, Kathy Besch, Dennis Desrosiers, Rhonda Reints, Kelley Medeiros

Meeting called to order at 6:33 pm Via Zoom

**Minutes:** A motion was made to accept the December meeting minutes by Kathy; Seconded by Kelley. Approved

Next Meeting: February 10, 2022

**Reports:**

- Financials: See report for full details. \$2000.00 donation from new resident. \$3400.00 for Air circ system was under estimate.
- December Report: See report for full details. Circulation and patron registrations are up.

**Director:**

- Friends: Next meeting is on January 24, 2022 via Zoom
- Building updates: Air circulation system has been installed and railings will be installed soon.

**Old Business:**

- Insurance for Notary Public cost \$1139.00 and covers up to \$1,000,000.

**New Business-FY23 Budget, Precautions for COVID, Website upgrade:**

- Please see budget explanation memo for full details-**Motion made by Kathy; seconded by Dennis. FY 23 Budget was approved.**
- Page will receive MA minimum wage starting July 1, 2022. We will get \$2-3000 off the network fee. Salaries will be increased to include longevity.
- Town Hall will no longer pay phone bill. \$2000.00 was added to the budget for this.
- 19% spending goal, doing good. Will spend much of that on online services and museum passes.
- COVID precautions will stay the same for now. Strongly advise wearing masks inside the library. Library will help hand out test kits should we get them.
- Website upgrade will cost between \$4-10,000. See Website report for full details. Plenty of Money in State Aid but will not be final until next Director. No vote needed at this time. We also need to address device problems with mobile page.

**Other:**

- Town meeting is May 23, 2022

- Director search committee will begin. 6 members is ideal: 2 Friends, 2 Trustees, 1 community member and 1 Town employee (Dianna Knapp) Maura Deedy can help with advertisement (send to Gail). Post meeting for open meeting Law.
- Dennis will not be running for reelection.
- Meeting adjourned at 7:13 pm, Motion by Shauna; Seconded by Kelley

Submitted,  
Shauna Makuch