

Joseph H. Plumb Memorial Library
Meeting Minutes for January 12, 2023

Attendance: Kelley Medeiros (chair), Rhonda Reints (co-chair), Shauna Makuch (Secretary), Kim Burt, Mike King, and Kristen Cardoso (Library Director)

Meeting called to Order: 6:40 p.m.

Next Meeting: February 9th at 6:30 p.m.

Motion to approve December 6th meeting minutes made by Rhonda and seconded by Mike. Motion was approved.

Public Comment: N/A

New Business

- Meeting Room Policy
 - An individual from the town has requested to use the meeting room every Tuesday from 7-9/9:30 pm. The director feels this would be too much for the staff as someone would have to stay. The individual then requested access with no staff and a key and this request was denied by the director. The individual then requested to speak to the trustees about this matter. The board is considering taking out after hours language or revising the meeting room policy.
- Director's Report
 - See report for full details. The director believes that we have most likely used the \$410 donated by Colin Mackin for the upkeep of the 100 acre woods but will continue to look in the event it was misplaced. The library was included in the second round of state aid award announcements.
- FY24 Budget
 - Municipalities do not have to raise minimum wage along with the state rollover. These changes must be added to the next budget. The director will submit the budget on January 13th. The budget will include grade changes for Jen and Lisa and a wage increase for Bridget. The town will make decisions on budgets in May. The four lines in red on the FY24 budget equal the 16% in order to be certified. Because our library is open longer than necessary the 16% can be approved with no waiver.
- Trustee Bylaws Update
 - The chair will fix typos and grammar errors and will also put together guidelines on responsibilities of standing committees. A vote on these updates will be made at the next meeting.

Sub-committee Updates

- Friends
 - Secretary of State agents were done. A binder of the minutes is being put together for the front desk. The Savers drive will be in March and the book sale will be in April.

No other Sub-committee updates are available

Other

- Rhonda and Kathy will not be seeking re-election at the end of their terms. The library and remaining trustees should start recruiting to fill these positions in February. The town election is in May.

A motion to adjourn was made by Rhonda and seconded by Mike. The meeting was adjourned at 7:47 p.m.