

**Joseph H. Plumb Memorial Library**  
**Meeting Minutes for February 9, 2023**

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

Meeting called to Order: 6:37 p.m.

Next Meeting: March 9, 2023 at 6:30 p.m.

Motion to approve January meeting minutes with amendment made by Kim and seconded by Rhonda. Motion was approved.

Public Comment: N/A

**New Business**

- Director's Report
  - See Report for Full details
  - Circulation is slightly down from last year. Items loaned and borrowed are significantly higher.
  - WiFi has been fixed and a technician is working on the connection to the basement.
  - Storytime is planned to begin in March.
  - A solution for the basement temperature is still being worked on.
  - Friends will provide the tables for children's programming and start a donation campaign for 12 kid-sized chairs.
  - The budget was submitted on January 13. The director was asked to reduce the budget due to bylaws only allowing for one grade increase at a time. The budget was updated and resubmitted on January 30.
  
- Meeting Room Policy
  - Approval date will be amended. A motion to approve the policy was made by Shauna, seconded by Mike. Motion approved.
  
- Trustee Bylaws Update
  - A motion to accept the updated bylaws was made by Mike, seconded by Kathy. Motion was approved.
  
- Recruitment for Trustees
  - Advertising should start on social media pages, front desk, council on aging and town bulletin board.

**Sub-committee Updates**

- Nothing available at this time

Motion to adjourn was made by Mike, seconded by Kelley. Meeting was adjourned at 7:37p.m.