

Joseph H. Plumb Memorial Library  
Meeting Minutes for March 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)

Public Guests: Heather Alford, Becky Rusinoski, Sarah Verbyla, Jane Taylor

Meeting called to Order: 6:34 p.m.

Next Meeting: April 13, 2023 at 6:30 p.m.

Motion to approve February meeting minutes made by Rhonda and seconded by Kathy. Motion was approved.

Public Comment: No questions were asked.

**New Business:**

- *Director's Report*
  - See report for full details.
  - Bookbags are doing well
  - Personnel board has no authority to do grade changes. Grade change increase has to be removed from budget except for Bridget because that is a minimum wage change. Changes will not happen until fiscal year 2025.
  - Personal board is also working on job descriptions and new positions.
  - Heating for downstairs will have to be approved at the town meeting.
  - Bathrooms upstairs will be retiled and touched up. No word from Old Colony on the cabinets.
  - Gail's old office will be made into a more functional space.
  - Kristen is looking into new quotes to update the website. Kelly will reach out to schools and Kristen to other libraries.
  - See director's report for full details on the webinars regarding legal issues for libraries. It has been noted that we must keep meeting room applications.
  
- *Other*
  - Account balances are all good.
  - Rhonda will transfer Google doc of finances to Kristen.
  - Kristen will call Hathaway about spring cleanup.
  - Repairing steps and installing pad will start in spring.
  - Kim will talk to friends about covering landscaping and see about a clean up day at the library.
  
- *Recruitment for Trustees Positions*
  - Four guests attended tonight's meeting to listen and learn. No papers have been pulled yet.

### **Sub Committee Updates:**

- *Facilities*
  - Mike will see Andrew about items on list that still need to be done.
  
- *Friends*
  - Clothing drive is being held on March 24th and 25th and the book sale is being held April 28th and 29th in the downstairs. 13 checks had been received so far for the new children's chairs and the friends have decided to not renew some of the museum passes and instead get Mass land trust passes.
  
- *Policy*
  - Nothing at this time.
  
- *Personnel*
  - Nothing at this time.

Motion to adjourn was made by Rhonda, seconded by Kim. Meeting was adjourned at 7:36 p.m.