

Joseph H. Plumb Memorial Library  
Meeting Minutes for April 13, 2023

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

Meeting called to Order: 6:32 p.m.

Next Meeting: May 11, 2023 at 6:30 p.m.

Motion to approve March meeting minutes made by Mike and seconded by Kathy. Motion was approved.

Public Comment: NA

New Business:

- Director's Report
  - See Report for full details
  - Library budget was approved and the finance committee also approved the 3% cost of living adjustment for all bylaw employees.
  - No grade increases were approved.
  - The children's tables have arrived and one test chair was ordered.
  - Two wonder books have gone out.
  - The salary section of account balances is accurate and Kristen is hoping to get a full report each month.
- Town Master Plan updating Project
  - The town is working to update its master plan. This was last done in 2009. Kristen will meet with a SRPEDD consultant to discuss the library. This will be a two year project.
- Earth Day Clean-up
  - Trustees have agreed that clean up at the library should not fall on actual Earth Day. Therefore, this event will be set at a later date.
- Downstairs Furniture – Vote
  - A motion to remove excess furniture in the downstairs area was made by Shauna and seconded by Mike. The motion was approved.
- Open Meeting Law Training Discussion
  - Do not discuss the library outside of library meetings. For example, do not discuss trustee meetings on social media.
  - It's important to have robust agendas.
  - Public comment should be controlled by the chair.
  - Try to maintain civility but understand that people can be rude or get angry.

- Do not discuss executive sessions.
- Personal attacks should not be allowed.
- Stay away from conflicts of interest.

Sub-Committee Updates:

- No updates available at this time

Other:

- Subcommittee positions should be listed on the agenda.

A motion to adjourn the meeting was made by Mike and seconded by Kathy. The meeting was adjourned at 7:17 p.m.