

Joseph H Plumb Memorial Library
Meeting Minutes for July 11, 2023

Attendance: Kimberly Burt (secretary), Mike King (treasurer), Heather Alford, Jane Taylor, Kristen Cardoso (Library Director) NOT PRESENT: Kelley Medeiros (chair), Shauna Makuch (co-chair) NOTE: In absence of both chair and co-chair, Mike King acted as chair for this meeting

Meeting called to order 6:38pm

Motion to approve meeting minutes from June 22, 2023 meeting, with time correction made by Jane, seconded by Heather. Motion was approved.

Next meeting: September 14, 2023 - 6:30pm

Public Comment: N/A

Director's Report: Reviewed online services, numbers are down, Overdrive is strong but other online offerings are lower than ideal. Regarding Children's SRP - there were no registrations from the newly added 12 and up programming(s) to speak of, the majority of those programs were canceled..

OLD BUSINESS

- It is in our best interest to move away from the website development quote provided by "Beach Chair Collaborative" as Town Counsel (TC) has advised on issues with the contract presented. Kristen suggested reaching out to Renaissance Web Solutions, as they have done other library websites. Initial information is approx \$7,000 for 50 pages. Will update once more information is available.
 - Motion to move away from Beach Chair based on TC feedback made by Jane, seconded by Heather, all in favor. Motion was approved.
- Library contracts - no update from TC, they are currently working on some "priority" items and will advise on pending contract drafts as soon as possible.

NEW BUSINESS

- A patron was concerned regarding the flag on the Little Free Diverse Library (LFDL) and questioned how it complies with the new town flag policy. There was a donation of a small American flag to be placed in the flower bed beside the back entrance. Kristen did remove the flag on the LFDL until we have the opportunity to review and adopt a flag policy at a future meeting. Add this discussion to the next meeting agenda.

SUBCOMMITTEE UPDATES

- Facilities - no update
- Finance - Jane has been brought up to speed on the way the financial documents work and information provided, she feels she is moving in the right direction moving forward

- Personnel - no update
- Policies - no update
- Friends - no update, next meeting of the Friends is 7/17 - Kim does plan on attending.

Motion was made by Jane to adjourn at 7:10pm. Seconded by Heather. Motion was approved.

Submitted by Kimberly Burt, Secretary