

August 10, 2020

Carrie Cooker, Eve Ermer, Fern Strong, Billie Smith, Mark Bomalaski, Jean Wolfe, Ben Wolfe, Mariah Lawrence

Community Input

Eve took her grandson to one of Jool's programs and they enjoyed it very much. They have been very well attended. One more program scheduled.

Secretary's Report

Minutes from July 13, 2020 were approved with corrections.

Treasurer's Report

Did not receive warrant or bills from Becky. Jean sent payroll sheets and 2 bills received at library. \$240 for Jool's programs and \$150 for 12 months rent of postal box. We are on track for part time monthly payroll amounts. Discussed timing of 2020 fundraising letter for October. Also, our October meeting we will review 2021 budget.

Librarian's Report

Appointments are going well, but not as many as Jean thought. Curb side delivery still popular. Many people coming into library just want to talk. They have missed interacting with staff on a regular basis. Jean relayed that the person who mows the lawn has quit. Jillian will be asked who it is and how we can complain. Lots of new books being cataloged. Jean hopes to take a short vacation at the end of August or beginning of September.

Old Business

Job descriptions received from staff will be shared with all trustees. Library Director positions will be shared to all trustees to determine items of importance. Trustees will schedule a working meeting for August 17 at 7:30pm. Selling transfer tickets was discussed and will be followed up. Also, renewed discussion of Jim Ludwig's suggestion to evaluate the physical building for needed repairs. Also, discussed and decided to open the library 1 morning a week.

New Business

Ben will update our website and include new information regarding morning opening.

Action Items

When Eve gets warrant from Becky she will forward to Billie and then to Fern after which it will be emailed to Town Treasurer. Also, she will relay payroll. Carrie will send out job descriptions to other trustees. Carrie will start a fund raising letter which will be

sent out in October. Eve will review the budget regarding salaries and health care recommendations for state and town employees. She will start working on the 2021 budget and present final budget to Select Board in November. Jean will send meeting warning to Carrie, who will post upcoming working meeting and all future meetings. Jean will reach out to Jillian regarding lawn mowing. She will talk to Becky about transfer tickets.

Next Virtual Working Meeting – August 17, 2020 at 7:30 pm.

Regular Virtual Trustee Meeting – September 14, 2020 at 7 pm.