

Brunswick Community Library
Board of Trustees Meeting
April 16, 2019

Attendees: Sara Hopkins, Ann Clemente, Tom Mahoney, Marthe Gabey, Matt Perfetti, Dan Casale, Anne Poletto, Laurel Colasurdo, Kevin Mainello, Maureen Cox, Jenn Schatz

6:14 pm: Call to order: Ann Clemente

Approval of February 2019 and March 2019 minutes with one correction of 'letter' for 'latter' in March 2019 minutes. Motion by Maureen Cox. Seconded by Laurel Colasurdo.

Treasurers's Report reviewed. Motion to accept February 2019 and March 2019 treasurer's report made by Finance committee. Seconded by Tom Mahoney.

Formal introduction of Sara Hopkins as new director. We introduced ourselves and stated some aspect of the library we liked/would like to see improved/suggestion for growth.

Ann Clemente: would like to see free little libraries updated and one at WalMart if possible

Tom Mahoney: continued good relationship with community

Marthe Gabey: work to attract a greater spectrum of community members to the library

Maureen Cox: foster growth of library

Matt Perfetti: would like to see continued growth

Laurel Colasurdo: would like to develop a survey to find out why new 'faces' don't return, suggested placing flyers at town offices

Anne Poletto: would like to advertise the electronic reader services at the library and see the library have more space

Dan Casale: would like to see library space grow

Kevin Mainello: still learning about library but would like continued community growth

Director's Report:

Children's events - 495 people, TOTS and Dance class very popular

Adults events - 364 people, Yoga is the largest

Art @ the Library - quilt sold for \$525 and Admission brought \$582

Maintenance - garbage can/vacuum replaced, building needs carpet cleaning and parking lot needs to be sealed. Sara will get quotes for the carpet and the cost can be worked into future budgets and/or can use friend's stipend. Sara will contact Talham for parking lot.

Circulation - 15% increase physical material

30% increase digital material

Total circulation 5227

Social media - Facebook, the library hit 1000 likes

New employees starting April/May, Angela Kanser is new assistant

Upcoming - Bunny Hop 4/20 @ 10:30

Old Business:

Annual Appeal: two letters to go out this year, April and October. It was suggested to send a thank you gift (i.e. magnet) to donors

Building and Grounds: water safety valve installed, emergency door installed, small touch ups need to be done and are scheduled, filing cabinet cannot be flush to wall to keep vent free.

Friends of the Library: Garden Day 6/8/19 9am - 1 pm. Will include plants, bake sale and raffle. Books in basement; Sara is selling some, some have been donated, Jude White took children's books to Hope7. The suggestion has been made to donate large print books to nursing homes. Summer concert schedule is set and the library has three 50/50 dates; June 25 (Refrigerators), July 16 (Lustre Kings) and August 20 (Whiskey Highway).

Policy and Procedure/Bylaw Committee: Jenn Schatz proposed a plan of action 1) update all policies and ensure they have been adopted, 2) combine and streamline the policies, and 3) review the substance of the policies and see if they are working.

New Business:

Nominating Committee: Amy Kiley has resigned. There is a candidate to fill out the rest of her term.

5/21/19 - Next Board of Trustees meeting

5/9/19 - Next Town Board meeting - Jenn Schatz to attend

6:41 pm - adjourned. Motion to accept Anne Poleto. Second Jenn Schatz.

Submitted by Marthe Gabey