



DRAFT

**Board of Trustees Meeting Minutes
September 21, 2023
6:30 PM**

IN ATTENDANCE: Pat Bakir, Ashley Bartley, Emily DiGiulio, Lisa Griswold, Sue Wade, Nick Hadden

CALL TO ORDER: 6:30PM

APPROVAL OF MEETING MINUTES, July 20, 2023: Moved to accept by Ashley, seconded by Pat. Approved by all.

Treasurer's Report

Current balance:

<i>Checking</i>	\$47.43
<i>Savings</i>	\$8,982.20
<i>Early Literature</i>	\$364.06

CD update – Ashley has not yet had time to do the CD.

Budget – Ashley and librarians have started working on the budget in anticipation of October 12 Budget Meeting. Some factors to keep in mind are:

- Blue Cross/Blue Shield has increased rates 14% this year.

- We are estimating a standard 3 percent increase for all other items.
- Sue is coordinating with the town treasurer to produce a summary of expenses to date and reckoning with last year's budget.
- Ashley will consult with Emily, Sue, and Elizabeth to identify any new programs or possible increases in programs and/or services.
- New construction may have some direct costs. We will add that as an agenda item for the Joint Library Board Meeting (school and community libraries) which will take place on October 19, 2023. Construction will start in spring 2024. There may also be some indirect costs due to the construction such as a need to move books/shelves and/or use alternative space for books and programs.
- There will be no summer camp next year because the library will not be available.

Correspondence

All staff have brought to Sue their slips for the fingerprinting for background checks. Now everyone who is working here has now been fingerprinted. All three have been through the background check of the town. For the new volunteer, she will need to fill out the paperwork for the town background check to be given directly to the Town Manager and be fingerprinted for the state managed background check.

Updates

Library Highlights since last meeting

Emily

The book collection is thriving. A book order has just come in. The collection is meeting people's needs, according to great feedback we have had.

Sue and Emily had a meeting to start working on the budget together.

Mandarin Club had 13 people – the teacher is teaching this independently with community members. It will be weekly for the next four weeks.

Elizabeth's father's workshop did not go as well as hoped. Only two came out of five who had signed up, but those who came fully enjoyed and all enjoyed the muffins which were made.

Summer Reading Program

Participants in the summer reading program read a total of 1900 hours. The program was amazingly well attended, even in addition to those who came from the summer camp. Summer camp worked out well, especially with the added adult supervision. At one point there were 27 campers, which was a bit of a challenge. However, the librarians also understand that with the rainy summer, the library was a necessary and helpful resource.

Elizabeth arranged for two presenters for the Summer Reading Program: Circus Minimus and the Swing Peepers, who provide music and entertaining which engaged the campers.

Sue will propose next year that adult patrons of the program write a short review of any book they read, which can be collected and shared with library patrons. St. Albans Library did that this past summer, with great success.

Early Literacy Project

We ordered 120 copies of a book called *Pete the Cat and the Cool Caterpillar*. The books are on the way and will have fall distribution. It has a nice fall theme to it also. The order includes a collection of bonus books that we can use for the elementary book distribution later in the fall.

Library 50th Anniversary Celebration

Everything is ready for the 1970s themed 50th anniversary celebration of the library on September 28th, 2023, at 5:30 p.m. Staff and trustees are bringing various food items, also related to the theme. Nick will also bring a board to the library before Thursday which staff can use to display information on the history of the library.

Library Logo

Misuk Weaver, an Underhill artist and designer, kindly gave her valuable time, working with the librarians and Pat and Sue, to develop a new, modern Fairfax Community Library logo. This will be used in all future materials and documents. Sue has ordered new library cards and fridge magnets, as well as some hats and bags which will be used as prizes during the 50th Anniversary Event. We will also set up a sign-up sheet for people who want to order hats, bags and/or t-shirts.

The Trustees agreed to gift Misuk and large container of maple syrup (provided by Nick) and a \$50 gift certificate to Claussen's Greenhouse as a token of thanks for her assistance.

New Business

The annual Board budget planning meeting will be on October 12th, 2023.

The annual Joint Board Meeting will be on October 19th, 2023.

ADJOURN: Ashley called for adjournment, Pat 7:25 p.m.

EXECUTIVE SESSION 7:25 p.m.

The library had scheduled a Drag Queen Story Hour for October 7th. In the Executive Session, we discussed personnel matters and security in relation to the Drag Queen Story Hour. No votes were taken. No one expressed concern with the content of the program. Due to security concerns, it was decided by Trustees not to move forward with the event.

Ashley called for adjournment; Pat seconded. 8:20 p.m.