



**Fairfax Board of Trustees Meeting
July 20, 2023
6:30 PM**

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

CALL TO ORDER: 6:36PM

APPROVAL OF MEETING MINUTES, May 18, 2023: Moved to accept by Ashley, seconded by Nick. Approved by all.

TREASURER'S REPORT

Current balances remain the same as during the previous meeting, since there was an administrative delay in Ashley being given bank authorities. Now that we can do the CD, and rates have changed, the Board authorized Ashley to recheck interest rates at a few banks and credit unions and transfer \$5,000 to a CD.

Checking	\$521.68
Savings	\$7,801.67
Early Childhood Literacy	\$364.04

CORRESPONDENCE

A community member, Marcia Purvis, donated a lovely painting of the covered bridge by Essex artist, Mary Laliberte. The painting has been hung on display outside of the Fairfax Room.

The library received a nice letter from a child who attended story hour with her grandmother and wrote to the library about butterflies.

UPDATES

From librarians:

Sue

Emily and Joy pointed out that after the flood, some libraries may need books. We have books sitting in the back room and will send out list of titles to other libraries. Some did have extensive damage.

The summer reading program has been extremely successful, so many have signed up prizes given out. The children and adults have been very excited about it. The program includes stickers for reading accomplishments, which lead to a raffle of nice prizes for both children and adults.

All summer staff, including volunteers and interns, have been working out very well.

There have been many children (17-20 each time) with the summer camp, but it has been manageable with the help of the interns.

We have about ten children with their parents for story time.

Residents, especially the children, responded very well to the parade.

The program on pollination was rescheduled for July 25th due to the summer storm.

The Steve LaRosa Make and Bake event has been rescheduled until 12 September.

Emily

We had an e-mail from a high school student looking to fulfill volunteer hours. The student will help us when we need to pack up library for cleaning and then set up again for reopening.

Joy and Emily met with the superintendent of schools and architect about potential changes for school renovation, the impact on the library and how the outside entrance will change. The architect came to library early July to get reacquainted with where current doorway is, sightlines from circulation desk, so we've had some input. They have been back to measure lights, heights of ceilings, etc. We will have more information to share later, but construction will not be starting until at least 2024. -will have more info to share later, won't be until 2024, not sure of exact when.

Elementary book distribution

Books were distributed to all elementary classrooms, K-4 before school ended. We sent the books to the grade level teams and let teachers of teams have some discretion about how to match books up with children.

Library 50th Anniversary/Logo

Sue will discuss logo design with Main Street Graphics and investigate having a package deal for both logo and items we will want printed. She will send the final logo design to the Board for

approval and will make sure that we get an electronic copy (jpeg) of the logo. They can do printing of any items within 24 hours.

Sue did look into modernizing the library cards which can be quite expensive for “credit card like cards”. However, she will discuss with MSG doing a simple design that can be printed on normal thick paper and distributed like the current cards.

The 50th Anniversary Open House will be on the evening of September 28th. Ellen will provide support to the library staff as needed in planning this event. Nick will also provide support when they are back from holidays: Nick in mid-April. Pat and Lisa also said they are available if needed. Lisa is away until the end of August.

Staff update

With the change of the fiscal year, July 1, pay increases per budget went into effect for both part-time and full-time staff.

NEW BUSINESS

Library cleaning: The library will be closed from August 13-21 for cleaning. Library staff, including volunteers/interns, will try to organize all rooms for cleaning on August 11th, so they but may have to finish up the preparation process on August 12th.

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

Update on bookshelf repaid: The bookshelves were repaired by the school maintenance team, with many thanks to Joy for facilitating this.

NEXT MEETING DATE: September 21, 2023

ADJOURN: 8:15 p.m. Ashley called for adjournment; Pat seconded