



DICKINSON MEMORIAL LIBRARY
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Board of Library Trustees Meeting
Tuesday, September 7, 2021 6:04 p.m.
MINUTES

Present: Jon McGowan, Misha Storm, Nolan Kitfield, Gretchen Licata, Lloyd Parrill, Alex Strycky **Absent:** Deb Potee **Citizens Present:** none

SECRETARY'S REPORT

Minutes for June and July have been submitted to Misha Storm for passing to the Town, signed by those present. Minutes were offered as shared by email.

Moved/Seconded/Unanimously Approved

TREASURER'S REPORT

Our director, Misha Storm, and our treasurer, Lloyd Parrill, propose that we begin submitting bills for approval and payment every other week to align better with the payroll work being done by the town accountant, Erin. This will smooth out the amount of work in a more periodic way.

Moved/Seconded/Unanimously Approved

The DIY Fine situation is a different way to receive donations. The Board of Trustees would like to give the funds back to the town as we did with fines.

Moved/Seconded/Unanimously Approved

SALARIES

PP1	PP2	PP3	PP4	PP5
6,025.17	18,535.94	4,499.98	4,336.59	4,370.91

Town Appropriation

Electric: July Expenditure - \$567.33; August - \$482.39; Balance: \$2950.28

Office Supply: July Expenditure - \$204; August - 22.68; Balance \$773.32

Materials: July Expenditure - \$1319.25; August - \$2370.36; Balance \$15,810.39

Telephone: July Expenditure - \$47.60; August - \$48.31; Balance \$304.09

C/W Mars: July Expenditure - \$6591; Balance \$0

Computer Maintenance: July Expenditure - \$850.33; Balance -\$500.33

State Aid. July Expenditure -\$483.98; August \$79.98; Balance \$6446.59

Gift Fund. July Expenditure \$35.42 (Native American collection; Story Time with Julie)

August Expenditure \$171.51 (native american collection; Ridge memorial books; teen room)

Trust Funds. Trustees had a general discussion with table of balances in accounts. We need to have confirmation by the town accountant of where accounts are held.

DIRECTOR'S REPORT

Programs: Recent

- August 4 - This will mark the last of our Drive-In movies for the Summer Reading Program.
- August 5 - Matt hosted Trivia at the Golf Club and people want some more! We might be able to hold a Trivia Night each season.

Programs: Upcoming

- Kids' Fridays start this week. We have activities for NES kids from 2:00-3:00 every Friday. 1st Fridays will be Lego Club, 2nd will be Reading with Rio, 3rd will be MCBA Book Club, and 4th will be a movie.
- Songs and Stories with Julie for young children start September 14. This will be every Tuesday morning at 10 and is a collaboration between us and CFCE.
- September 16 - Seed Saving Workshop
- September 21 - Genealogy Club will start back up
- October 1 - Jazz concert at the Northfield Golf Club pavillion - a collaboration with the Senior Center

Programs: Ongoing

- StoryWalk - Deb Wood from CFCE sets up a new StoryWalk every other week on the Trail.
- Thursdays from 2-4 we have informal knitting
- Gallery exhibitions are back to "normal." Catherine Lee is up through October 1, and we will have a new one every 6 weeks.
- All three book groups are going well, meeting at the library.

Circulation Assistant Position. Julie Rosier was hired and will begin September 18th. Misha has shared her resume by email. She'll be working every Saturday with Misha and will sub on occasion.

Community Survey. Misha has sent out a survey to the community by email and has left some around town for paper submission. We currently have 72 responses. The deadline is September 30. The focus of responses to date are that people want more hours open, especially on a weekday morning, and that people love our library and staff!

State Reports. ARIS has been submitted and State Aid is due October 1.

Mask Policy. Right now for the most part all is going well with many patrons following the recommendation to wear a mask. There is a sign on the Children's Room door requesting that everyone entering wear a mask. Because local children are back in school, the Board of Library Trustees would like to put in place a full mask mandate again for all ages of patrons entering our building.

Moved/Seconded/Unanimously Approved

Curtains. Our director will remove the curtains from the 1990's which are not even insulated. She will consult the Friends as well before acting.

OTHER

Attendance & Circulation

	Overdrive	Overdrive Adv	Kanopy	Hoopla	Bundles	Evergreen Circ	Attendance	Programs
June 21	477	4	50	116	7	3677	1543	
Aug 21	570		51	119	4	3627	1079	187

NEXT BOARD MEETING

The next regular board meeting will be Tuesday, October 12, 2021 at 6:00 pm. Location: Trustees' Room @ DML or outdoors under the tent if weather allows. This will be confirmed via the official posting.

Meeting Adjourned: 7:03 p.m.

Approved by the Trustees:

Jon McGowan 

Respectfully submitted,

Nolan
Nolan Kittfield, Secretary and Trustee

Lloyd Parrill

Deb Potee

Gretchen Licata

Alex Strysky

[Signature]
Deb Potee via Zoom
[Signature]
[Signature]