

DICKINSON MEMORIAL LIBRARY

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Board of Library Trustees Meeting Tuesday, May 7, 2019 6:04 p.m. MINUTES

Present: Jon McGowan, Deb Kern, Nolan Kitfield, Paulina Borrego, Deb Potee, Lloyd Parrill
Absent: Margot Fleck
Citizens Present: none

Secretary's Report

Minutes for April were presented for signatures, all accepted.

Treasurer's Report

Our treasurer is out today. She will catch us up next time.

Director's Report to the Board of Library Trustees

BUILDING BUSINESS

Leaking furnace pipe. As an update from last month's meeting, Sam was able to buy a replacement part for about \$16 and fixed it right away! His work is invaluable.

Cracked back door. Sam was able to fix this as well!

Parking lot sweeping. After the winter there was a build-up of gravel in the parking lot from the plowing, enough that we lost a couple of parking spaces. The Highway Department did a great job of sweeping it all up and restoring a fully functioning parking lot.

Continuing:

- **Chairs for local history and Trustee's room are here!** Deb Kern will get more information from the Friends about how they would like to brag about these fabulous new items.
- **Gender neutral bathroom signs have been posted.**

Discussion:

- **Fundraising for restoration.** Northfield resident Deb Descavich is on the Foundation for the Greenfield Library, a committee which is tasked with

raising two million for their new public library. She has said that she would be happy to come to a meeting to talk about their campaign and give us pointers. Deb Kern will look into her coming to our next meeting.

DIRECTOR'S REPORT

-State Aid. The town received the second half of our State Aid \$2,137.98.

-STEM grant. By mid-May the bulk of our planned programs for the STEM grant will be over. The interest and attendance has been disappointing. Deb is not sure if it was because of the offered programs, scheduling or if there was not enough publicity. Leftover money will be used for additional STEM-related programs under the umbrella of the Science is Everywhere grant. We now have an updated collection of children's books and magazines in most of the STEM areas. The one bright spot of this grant has been developing the kits. They are circulating consistently!

-Appropriations Transfer. We will need to transfer funds from our salary line to our operating expenses. Because the Saturday position was empty part of the year, we may have between \$2000-\$3000 to transfer. This will help offset our materials expenses and may help to defray our overspending in a number of lines especially those related to maintenance and maintenance supply.

-Changes to Payroll. As of July 1st, everyone will be paid every two weeks, changing from once a month. We will have to sort out how to sign off on payroll.

-Friends Update. The Hope and Olive Soup and Games night raised \$1,200 and following this event, the Mini-Golf was a hoot. Joe Buckley was quite easy to work with and both adults and children enjoyed themselves immensely. More dads showed up than usual for weekend programs.

OTHER.

-Refund from CWMARS. Due to an overpayment CWMARS has refunded \$300 from our assessment. This money will most likely go to the general fund, per usual.

CIRCULATION:

	Circ FY18	Circ FY19	FY 18/19		Att FY17	Att FY19	FY 18/19
March	4264	4514	5.86%		2036	2241	10.07%
April	4128	4050	-1.89%		1753	1897	8.21%

NEXT BOARD MEETING The next board meeting will be either June 4 or June 11, followed by our summer meeting of July 30, 2019, both at 6:00 p.m.

Meeting Adjourned: 6:56 p.m.

Respectfully submitted,

Nolan Kitfield, Secretary and Trustee

Approved by the Trustees:

Jon McGowan _____

Paulina Borrego _____

Margot Fleck _____

Deb Potee _____

Lloyd Parrill _____