

## Minutes for the Paul Memorial Library Meeting Held on March 21, 2023

Open meeting: 4:45 pm

Members attending: Win Fream, Jack Parnham, Brendan Johnson

Accepted meeting notes from last meeting: 2/7/23

### Agenda:

- Friends update
- Treasurer Report
- Directors search update
- New Business / General Items

### Friends update:

- Plan full team meeting with Friends. Pick date.
- Friends meeting dates TBD
- Project and wish list.
  - Carpet
  - Painting
  - Children's rug
  - Cushions
  - Outdoor space
  - Other.

### Treasurer Report:

- General fund: \$19174.12 Feb Statement
- Donation account \$3136.46 Feb Statement
- Petty Cash Drawer: \$134.23

### Budget update:

- Salary increase for staff- (pending results of town budget out come)
  - Meet with select-board to sign papers.
  - Voted to increase Cori salary= \$15:50
  - Voted to increase Brittney salary= \$20.00 change title to interim director
- Audit update
- Credit card update:
  - Put this on hold until we get a director.

### Directors Search:

- Review what the team has for information.
- Discuss the hiring process -
  - Scott Campbell- Update on opportunity

- Brittney Thompson: Vote taken on proposal to offer “Interim Director” position with pay increase to \$20.00 per hour to Britteny. Unanimous approval by Trustees recorded. Beth Lieberman - part time- Need to have her come in speak with BOT then staff
- Kasia Lynch - part time- Need to have her come in speak with BOT then staff
- Libby Page- Part time Children's Librarian.
- Staff communications- have a meeting to set expectations on new several months.
- Discuss and confirm all the next steps.
- Plan staff meetings.

#### **New Business / General Items:**

- Bill Meserve- Update on storm water grant.
  - Bill needs to come to our meeting
- Meet with new historical group- share what we have in the basement.
- Pancake breakfast held March 18. Good turnout. Maple syrup donated by Nichols Farm.

#### **Events**

- Gardening club- adaptive gardening - 3/19
- Friends Meeting - Wine Down with Friends- 3/29
- Summer reading- support the staff- Plan staff meeting on this.

#### **Maintenance**

- Carpet quotes.- Get samples and pick date
- Painter quotes -Get samples and pick date

#### **Landscaping outside-**

- Meet with garden club Mark land boundaries with metal rods.

#### **Community garden.**

- Kick off and clean up mid April - WF - send out a note.

#### **Basement / general clean up-**

- Upstairs needs to be cleaned up and organized. Pick spring cleaning day.
  - Back door area
  - Basement stairs
  - Sitting room
  - Basement

Meeting Close: 6:00

Next meeting : 4/4/23 @ 6:30

Resectfully submitted,  
Jack Parnham