

Taft Public Library Board of Trustees

Minutes of the May 9th, 2024 meeting

Attendees: Leesa Michael, Gabrielle Porciello, James Thatch (virtual), Howard Phipps, Sean Nicholson, Alejna Brugos, and Alison Chu

Staff : Andrew Jenrich

Friends Representative: Leigh Martin

1. The meeting was called to order at 6:03 PM.
2. April 18, 2024 meeting minutes were unanimously approved.
3. Friends
 - Seed library is very popular.
 - The Friends are giving away baby trees for Arbor Day.
 - The annual book sale will be Saturday June 8th. Boy Scouts will be helping with set up and breakdown. Donations are trickling in.
4. Director's Report
 - Senior abatement worker has had personal issues and has not been working. We may need to find a second abatement worker. May also look into another on-call staff member.
 - Library will be closed on the Saturday of the Memorial Day weekend.
 - Andrew will be disposing of dead emergency light batteries and fluorescent lamps at the Highway Department.
 - Summer reading program starts the last week of June.
5. Budget
 - All items in the FY 2025 budget were approved, including 11 additional hours for the Children's position and 4 additional hours for the Library Assistant staff.
 - After 10 months, 73.4% of the budget has been spent.
 - We have underspent on lights and utilities.
 - Summer programming comes out of FY25 budget, but items can be pre-purchased with FY24 money.
6. Projects
 - Weeding of Children's nonfiction is complete.
 - Juvenile chapter books will be next.
 - Impact Fire Services finished swapping out fire extinguishers in the elevator machine room.
 - Fish Window Cleaners completed cleaning the interior and exterior perimeter windows.

- Lovejoy Carpet Cleaners will be in to clean the upstairs and downstairs carpets as well as polishing the flooring in the upstairs and downstairs entryways.
- Custom Alarm will be in to test the fire alarms.
- Andrew is contacting magazines and newspapers with our new mailing address.
- Katie Cunningham from BVT is working with BVT students on updating the library's website.
- Andrew has not heard back from Maureen Cohen re: library bus stop on the Miscoe/Nipmuc bus routes in the fall.
- Rectory Feasibility Study earmark has passed the House and is headed to the senate for consideration.

7. Library Policy

- The circulation policy is 10 years old.
- The major change is making all overdue returns fine free.
- 50 book maximum to be borrowed at one time.
- Multi-disk series will be a 21 day loan.
- Board and video games have a 7 day loan period.
- There will be an automatic renewal for all loans.
- Library of Things, including hot spots, have a 7 day lending period.
- 6 DVDs may now be borrowed at one time.

8. Carriage House

- There are no major updates.
- Highway Department doesn't want to absorb the cost of removing the building.
- A dumpster is needed.
- Town is aware that asbestos remediation was completed.

9. Rectory

- The rectory working group is meeting next week.
- Rectory Feasibility Study earmark has passed the House and is headed to the senate for consideration.
- Grant money should be pursued as the town has no money for this project.

Next meeting is scheduled for June 13th, 2024.

Adjourned at 7:05 PM.