

Taft Public Library Board of Trustees

Minutes of the October 10th, 2024 meeting

Attendees: Leesa Michael, Gabrielle Porciello, James Thach, Howard Phipps, Sean Nicholson, Alejna Brugos, and Alison Chu

Staff : Andrew Jenrich

Friends Representative: Leigh Martin

1. The meeting was called to order at 6:05 PM.
2. September 12, 2024 meeting minutes were unanimously approved.
3. Friends
 - met at the end of September
 - hosting a fundraiser at the Dairy Queen in Milford on October 22nd
 - There will be a fall floral arranging class in Uxbridge. There are other holiday classes in the works.
 - Gaye has craft ideas for the holiday craft shop. In the past it has been hard to get help.
4. Director's Report
 - Senior abatement workers Jeff Kroesen and Carol Saari are working out very well.
 - Former trustee Sarah Burghart would like to volunteer on Thursdays.
 - Volunteer Autumn Morrice continues to learn new skills.
 - There is an upcoming staff meeting which will include a discussion of strategic plan tasks and correct display methods and shelf reading.
 - Andrew ordered 19 LED mini cylinder track lights for the children's area. The cost is approximately \$2,100 and the Friends of the Library have agreed to cover the cost through their relocation account.
 - Andrew is working on quotes for repairing or replacing the library parking lot. Repair quotes came in around \$13,000-\$14,000, and a complete replacement is \$61,000. He is working with the town administrator.
 - Duest Landscaping is scheduled for a fall cleanup on Monday October 28th, with a follow up once all the leaves are down on November 29th.
5. Budget
 - With a quarter of the year over, 23.7% of the budget has been spent.
 - Program expenses are high at 33.9% which expected after a busy summer of programs.
 - Books line is running behind.

- Programming attendance continues to be strong.
- A Lego club has been added.
- Film Canister Rockets had 32 participants. It was sponsored by a Cultural Council grant.
- State Aid and special funds lines have been restored in the library's FY25 budget. The current amount listed in State Aid is \$87,422.04.
- Andrew completed the State Aid/Financial Report, and it was submitted to the MBLC. All criteria were met.

6. Projects

- The weeding of Adult Large Print books has been put on hold while Autumn Morrice continues training.
- Andrew will be reaching out to others who have expressed interest in volunteering.
- James Thach put together a rough draft of an emergency procedures document for the library. It will be reviewed at the next meeting.
- Andrew is working on a better microphone set-up in the downstairs meeting area. He will reach out to Lawney Tinio.
- There is no update on the status of the earmark for the rectory feasibility study.
- Budget meetings will begin in Late January.
- School administration is currently unwilling to promote a bus stop at the library. There will be additional conversations with school officials to try to work in conjunction with them to get this up and running.

The next meeting is scheduled for November 14th, 2024.

Adjourned at 7:00 PM.