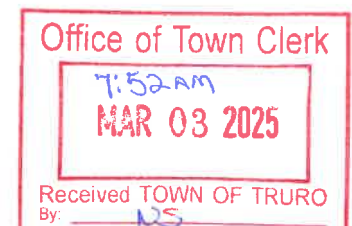




Board of Library Trustees
DRAFT Minutes
Friday, January 17, 2025
3:30pm
TRURO PUBLIC LIBRARY

Attending: Kait Blehm, Keith Althaus, Nola Glatzel, Martha Magane, Mary Abt, Chris Kaufmann, Maggie Hanelt, Robert Weinstein, Darrin Tangeman

- Call to order at 3:36pm
- FOTL Update
 - Accountant is nearly finished with fixing financials
- **Library Director Report-Chris Kaufmann**
 - Chris did full re-accounting for financial report
 - Uptick in E-Circulation last month
 - Weeding of books, finding locations to donate them
 - Truro Playwrights' Collective event cancelled for 1/18
 - Someone reached out about potentially including Truro in their estate planning with the goal of keeping the Truro Library at the heart of the community
 - New downstairs door is on the DPW's fiscal year 2026 plan
 - Maggie and Chris started a Life Skills program with Cape Abilities
 - Chris will be out from Feb 1-16 for her qualifying exams
- **Budget Update**
 - Tuesday, January 21, the library will present first at 8:30am
 - After meeting with Alex Lessin and Trudi Brazil, more information was needed, which Chris brought to town hall today
 - There will be continued conversation with the selectboard about adding hours for one employee, possibly up until town meeting
 - Concern of short staffing, especially in summer and with several employees having over two months of PTO built up
 - Darrin Tangeman: Importance of changes in staffing being budget neutral and the justification for the changes
 - Robert Weinstein: It's important to highlight the importance of provision of service and the need for specialized staff to support that
 - Expanding the hours: We are currently open 38 hours a week. If we open for 2 more hours per week, we can decrease materials expenditure from 19.5% of total municipal appropriation to 16%
 - For materials expenditure requirement, we have to have the hours increase for 39 weeks
 - Municipal appropriation goes up every year because staff costs increase. TPL is not lowering materials budget, just decreasing the percentage they spend on materials



- **Website Update**
 - Timing will be around July for transition to CivicPlus
 - Chris has been working on tightening up current website
 - Chris is working closely with Katie Riconda to discuss digital ADA compliance
- **Fax Fee Update from Darrin Tangeman**
 - Town counsel says Truro Library Trustees set, raise, or remove Fax Fees. Vote would have to be communicated to Alex Lessin.
- **Approval of minutes - Nola Glatzel**
 - Martha moved, Keith seconded, minutes approved unanimously
- Meeting adjourned at 5:04pm

Respectfully Submitted,



Nola Glatzel

