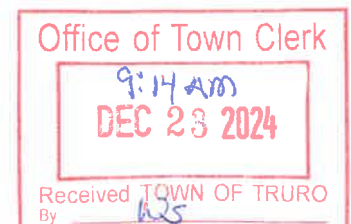




Board of Library Trustees
Minutes
Friday, November 22, 2024
3:30pm
TRURO PUBLIC LIBRARY

Attending: Keith Althaus, Nola Glatzel, Maggie Hanelt, FOTL representative Ann Courtney, Selectboard representative Bob Weinstein

- Call to order at 3:41pm
- Approval of minutes - Nola Glatzel
 - Nola moved, Keith seconded, minutes approved unanimously
- FOTL Update
 - Successful mailing
 - Goal for next year to send massive mailing to anyone who owns anything in the town
 - Possibility of every PO Box getting a mailing
 - Thursday, December 19, 1pm - Cookie Swap
 - January 16, Noon - Soup Share
 - Large Gift from Emily C. McWhinney
 - Staff will put together proposals for potential uses for money
 - Necessity for more research into McWhinney's interests
- Assistant Director Report - Maggie Hanelt
 - Well attended events - winter music series and play reading
 - Chris has been well welcomed to the library
 - Budget summary included in packet
- Welcome to New Library Director - Chris Kaufmann
 - Budget has been drafted
 - Hope to increase staff budget by 10%
 - Databases have been paid and database budget has been surpassed
 - If not used, we could potentially stop subscribing to LinkedIn Learning
 - Otherwise we could use state-aid for databases
 - Desire to add Hoopla database and look into Overdrive spending
 - Possibility of increasing hours on Wednesdays and Fridays until 5pm, library could be a school drop off point
 - Possibility of decreasing material expenditure requirement from 19.5% to 16%
 - The \$10,000 for the website is encumbered from a previous fiscal year. It is still earmarked for the library, but cannot be accessed quite as easily nor can it be transferred to another budget line; it must be used for the expressly stated purpose in the town warrant



- Library will use CivicPlus through the town
 - Aiming for March roll out
- Teen Room downstairs would require a lower level service desk
- Possibility of a change in fax rates
 - \$2 for first page, \$1 dollar for each additional page
 - Only costs the library about \$0.02 per fax for non toll-free numbers
- Policy Review
 - Collection Development Policy - make sure we are well protected
 - Room Use Agreement - Good to have organizations sign a room use agreement
 - Program Policy
- Archives in the Cobb Room
 - Upcoming
- Use of A/V funds for lapel mics and programming laptop
- Hot Spot Policy Vote
 - Kait made a motion, Martha seconded, unanimously approved
- Other business
 - Keith brought up that community room has 65 person capacity, and lower level has a bit more capacity. Will teen room take space away from capacity or is there a way it could add more space?
- Meeting adjourned at 4:45pm

Respectfully Submitted,



Nola Glatzel, Secretary
Board of Library Trustees

