**S. White Dickinson Memorial Library Board of Trustees Meeting Minutes**

**Wednesday October 11 , 2023**

**Meeting held via Zoom**

**Present:** Bob Smith,chair, James Ross, Bob Klinger, Debra Carney, Cyndi Steiner, Director

**Absent**: George Colt, Fred Orloski

Meeting called to order by B.Smith at 6:01 pm.

Motion to accept August Meeting minutes made by J. Ross, seconded by D. Carney

All approved

Meeting Minutes corrections: Larry Ashman wasn't present at September Meeting

**Financial Report:**

Municipal Budget slight adjustments made by Town Accountant Increase in by $1388. If the number doesn’t change then it will be reallocated within budget.

B. Smith questioned the difference in Director’s pay between August and September.

**Director’s Report**:

* As of meeting there have been no Book Challenges
* Discussion about being recorded by a person without your permission as well as about First Amendment Audits
* Housekeeping Items:
  + Cyndi forwarded missing meeting minutes from 2021 and 2022 to town to be posted on Town website
* Followed up with Greenfield Glass received final Invoice for Fire Door replacement. Submitted for payment. $786 balance remaining
* Requested that old light fixtures and light bulbs be declared surplus property to be removed by electrician and properly recycled

Motion by J Ross seconded by R Klinger

All approved

**Old Business:**

* Shades for Director’s are in. Installed on Oct 10, 23
* Front step repairs have been completed. Completed under budget with a $53 balance remaining
* No update regarding exterior painting of Rotunda windows. Bob H states that he will be coming by the end of October
* R. Klinger hasn’t heard from Rich Cooper, Mason regarding other masonry projects that need to be completed.

**New Business:**

* Marc Bussiere has a key to be able to allow access to the library during closed hours
* B. Smith mentioned a letter that had been received by several town boards about missing town meeting videos not being available online. FCAT will be posting meetings to their channel. Board of Trustees is in compliance with Open Meeting Law
* Sealant for front steps donated by JD Ross. R. Klinger is hoping to do the week of October 23
* Library Strategic Plan expires on June 30, 2024.Cyndi is signed up to attend Strategic Planning workshop on Oct 31. Hopes to have information to share at next meeting
* Cyndi would like to use $150 from Friends Restricted Donation Fund to pay for Eric Carle pass for one year. Admits 2 adults and 4 children

Motion made by D. Carney seconded by J Ross

All approved

* Update regarding new members of the Friends Group and recent Book Sale.
* Not anticipating having to close the library for electrical upgrades
* Library Giving Day
  + R. Klinger is willing to help work with the Friends. Has reached out to Sheila Powers
  + Cyndi mentioned that Friends are working with Larry Kutner to have a “Donate Now” button created and added to the library website
* B Smith asked about Holiday Tree Lighting. Cyndi stated that there was no interest by the Friends to have this year
* Cyndi asked about previous vendors who are listed in Building Book

Next meeting will be November 8 at 6:00PM

Meeting adjourned at 6:36 PM by B. Smith

Motion:J Ross seconded: D Carney