

Minutes for the Whitinsville Social Library Board of Trustees Meeting
August 29, 2023
Whitinsville Social Library-Historical Room

Members present:

Carol Brouwer-Chair

Charlie Thompson

Barbara Leonard-not present

John Brouillard

John W. Walker-not present

Ann Williams-recording trustee

Others:

Rebecca Sasseville-Library Director

Heather Wade-Youth Librarian

Albert Lameroux-Treasurer

Carol Brouwer called the meeting to order at 4:00 p.m.

- Motion to approve the minutes as corrected for the meeting, June 13 and June 26, 2023 , seconded and passed unanimously.
- Motion to amend the order of the agenda to put the treasurer's report before the director's report, seconded and passed unanimously

Treasurer's Report:

- We are in good shape
- The deposit on the house has been cashed
- Al has been getting the report ready for the auditors
- The stocks are doing well despite the fluctuations in the market
- John asked questions about the stocks and the rental account
- Motion to approve the treasurer's report, seconded and passed unanimously
- **Director's Report-**
 - Many staffing changes-Caryn Gagner resigned
 - Looking for someone to accept the position of junior library assistant-the job is paying .30 cents above minimum wage
 - Rebecca is going on leave in October and Heather will be the interim director
 - Heather has some fall events planned
 - Summer reading program went well-Beanstack has been grant funded but it will end at the end of the year but it is in the budget for next year as approved by the board
 - State reports-ARIS report was filed and the financial report will be filed by October 6th

Old Library Business

- Borrowing Policy review-Motion to accept the Library's Borrowing Policy as presented seconded and passed unanimously
- ILL (Inter Library Loan Policy)- it is wonderful, no one has used it yet

- Late Fines-Fine Free Friday are working
- Possibly try to go fine free for a week

New Business-

- Cameras, chairs and computers-new purchases-Rebecca will be buying chairs.
- Rebecca would like to call Custom Alarm to have the camera from her office removed and then put into the blind spot in the adult section downstairs
- Motion made for Rebecca to get her office carpet and the staff room carpet cleaned one time, an estimate on cleaning the entire building, and that we communicate with Adam Gaudette as to how to get the carpets cleaned on a regular basis, in line with other public buildings: seconded and passed unanimously
- Computers-Scott may be able to purchase Chrome books for the library to replace the 4 Chromebooks that don't work
- Rebecca will apply for an IT grant for the town to the state for improvements to our technology and infrastructure in addition to other departments in town
- Building Program-Construction Grant-Rebecca will meet with Adam to discuss working together, the feasibility study and possibly covering the cost of a consultant

Corporation Business:

- a. The property must be vacated by 10/31 after that the tenant will be removed
- b. Demolition- three bids-they do not get involved in the removal of asbestos and the oil tanks
 - i. Berkowitz
 - ii. Steve Caya
 - iii. F & D Truck
 - We need a meeting in the next few weeks to continue the discussion-email questions to John
- c. Annual corporation meeting on 9/14 at 7:00

Next Trustees meeting will be determined via email