

**Trustees' Meeting Olivia Rodham Memorial Library
Monday, December 19, 2022**

I. Call to Order at 3:07 PM

Present: Anita, Lew, Jan, Gretchen, Sara, Judith, Karen, Kris (Library Director)

II. November Minutes - Jan moved to accept the minutes from the November meeting, Gretchen seconded the motion, motion passed.

III. Treasurer's Report -

- Budget is on track for 2022/23
- Square space used for library website (\$252)

Gretchen moved to accept the Treasurer's Report, Anita seconded the motion, motion passed.

IV. Corresponding Secretary Report – There has been no correspondence in the last month. Gretchen will order new stationary and stamps to refill the supply for future correspondence.

V. Library Director's Report -

Activity at the library:

Cookbook group attended by 6 people, coffee hour was held five times and average attendance is 7 people, Energy Program with Wes Golomb attended by 8 people, Meeting Room used 7 times.

Future: working on in house humanities programs for March, April and May (Comics for school vacation week, NE cellar holes, NE Meetinghouses)

Lower Level use of the library for general public: general information gathering discussion held. Anita and Gretchen will work to create a letter regarding this space.

Fiber internet for the library: general discussion regarding current costs, readiness for fiber and timing of the arrival of fiber in the village. Anita moved to accept the 2023 budget as proposed, Jan seconded the motion, motion approved.

Technology at the Library/Town Hall to accommodate presentations in the future: general discussion about possible items to consider. Letter to be drafted to Selectboard regarding the possibility of enhancement to town/library technology capabilities. If Selectboard is interested, Library Trustees will prepare a proposal to include room darkening blinds, monitor and curtain over monitor.

VI. Library Draft Technology Plan (revision) for Policies and Procedures Manual

Discussion around this section of the Policies and Procedures Manual. Kris will send a sample of Technology definitions to insert into section 11 of the Policy. After further discussion, a motion was made to table this topic until the January meeting. The Motion was seconded and passed.

VII. New Business – replacing Trustees whose terms are expiring

Gretchen and Sara's Board of Trustee terms expire in March. Board of Trustee alternates will consider whether they would like to be on the March Town Meeting ballot for three year terms in office. The Board will also be seeking new alternates/Trustees to fill out the Board.

VIII. Health and Safety Protocols

These were reviewed and they will stay the same.

IX. Adjournment – Jan moved to adjourn, Anita seconded the motion, approved.

Next meeting to be held January 23, 2023 at 3:00 pm