

Brown Public Library Board of Trustees

Minutes - 1/23/24

Present: Maryann Beaupre (President, Chair), John Stevens (Treasurer), Cyndy Bushey (Vice President), Tossy Garrett (Secretary taking minutes), Gail Hall (MAL), Dale Kunkel (MAL), Kelli Sutton-Bosley (MAL), Sherri Brickey (Director)

5:01- Meeting Called to Order (Maryann), Agenda review. Sherri wants to discuss something for Rebecca under New Business; agenda modified and approved.

5:03- Previous Minutes (Tossy). John moved to approve November minutes, Cyndy seconded; voted & approved.

5:04- Treasurer's report (John). All employees have been paid, and we totaled about \$9700 on the annual appeal. Things are going well. Cyndy moved to approve the Treasurer's Report, Dale seconded; voted and approved.

5:05- Librarian's Report (Sherri)- We ended the year with 215 new patrons, and had over 23,000 book checkouts. We were down in patron visits in December, probably due to weather and holidays. Sherri read her report, including the holiday tree donations of food and clothing which were a success. Cyndy recommended a sign by the donation tree for next year stating "if you need it, take it" in case it could help someone directly, before the items went to the food/clothing shelves. Sherri will make a sign next year.

5:10- Old Business:

- 1. Kellianne Tech Plan Survey Results-** There are a couple of takeaways. Most of the people who responded to the survey said that they don't use the library because they don't know what we offer (we could potentially help this by having a social media position). On the tech side, people said they wanted a scanner and color printer, and wireless printing. We actually already have all three of those (although the wireless printing is new) so again it's a matter of outreach to let people know what we have. We talked about adding a guest wifi network that doesn't need a password since Sherri is always having to spell it out for people. Two other items were brought up in the survey responses- language learning programs (Sherri said they're very expensive), and Adobe Photoshop (also expensive, but they may have a non-profit offering, as well as basic versions). Duo Lingo and Rosetta stone may also have non-profit versions. Kelli will look into those. Kelli will write up a summary of the survey as well as listing responses of the items/services we have and actions we will take, and we can post on FPF and FB.
- 2. Set Up Dehumidifier:** It is not done yet, Sherri and John will work on it.
- 3. Handicap Accessibility Update:** someone was here measuring the door, getting ready for installing the electric door. John said that it is scheduled for Feb 6 & 7. The permanent concrete pad in front of the door will be installed in the Spring.
- 4. Shoveling of Snow:** John shoveled us out after the last storm... the town workers can't show up in the morning, but they come through with the sidewalk plow later on to plow our walkway. Sherri will check with the Veteran's Place because the veterans there are supposed to have a volunteer hours and may be willing to shovel the steps and walkway in the morning.

5:38- New Business

- Fixing Light-** the emergency lights have been tested and are all done. There is an outside light that needs a new bulb, they take regular bulbs.

- **Grant for Kitchen:** Maryann is working on this, she's trying to get in touch with the plumber to get a bid but Delary's (who the town said they want us to use) isn't returning calls. Gail said there are only two people working there so are busy. Maryann will ask Gillespies, who can make a bid quickly but won't do the jackhammering work. She will just need to gather the jackhammering bid separately.
- **Rebeccas's request:** The middle/highschool drama department asked us to buy a \$25 ad to support this year's Spring play. Kelli moved that we purchase this ad, Dale seconded. Voted and approved. Rebecca has a request for her area, which we would normally ask the Friends for, but they are inactive. She would like 12 large plastic bins and 10 smaller ones to put board books in so that the kids can see the books better. It will be about \$200. We have funds in the Weiss fund for this. Cyndy moved that we purchase those items from the Weiss Fund, John seconded, voted and approved.

5:47- Other business: none

5:47- Executive Session: none

5:47- Kelli moved to adjourn the meeting, Dale seconded; voted & moved. Meeting adjourned.