

## Brown Public Library Board of Trustees

### Minutes – 10/8/24

Present: Maryann Beaupre (President, Chair), John Stevens (Treasurer), Dale Kunkel (assistant Treasurer), Tossy Garrett (Secretary taking minutes), Denise MacMartin (MAL), Sherri Brickey (Director).  
Absent: Kelli Sutton-Bosley (MAL), Gail Hall (VP).

**4:30- Meeting Called to Order (Maryann), Agenda review.** Sherri requested to add new business a discussion of Biblio Streaming.

**4:31- Previous Minutes (Tossy).** We were unable to vote on the August minutes last month because they hadn't been posted, so we need to vote on both Aug and Sept minutes. Dale moved to accept the minutes of the two meetings, John seconded; voted & approved.

**4:32- Treasurer's report (John).** John has prepared a budget for the 25/26 year. We are asking for \$500 more from the town, which should be OK since we haven't asked for anything the past 2 years. Our expenses are going up, and we are taking out more from our endowment which should be fine since it has been growing. Tossy asked why we lowered our revenue from copying/printing to 650 (from 900 in previous years) when we've made over \$1000 in this category for the past 3 years. John will change that back up to \$900, and reduce the amount taken from the endowment. Tossy moved to approve the adjusted 25/26 budget, Dale seconded; voted & approved. Dale moved to approve the treasurer's report; voted & approved.

**4:38- Librarian's Report (Sherri).** We had 19 new patrons in September, but visits and checkouts were down since kids are back in school. We have new adventure art kits, and have some adult events coming up; poetry/short story readings once per month, a No-Stress Drawing class, and another Puzzle Challenge. We've started the Annual Appeal preparations, volunteers are working on that already. Sherri will be starting on the Annual Report in November, to hopefully finished in December or will request an extension. The youth library programs were also quiet. Playgroup has moved back over to the church and is being run once again through Washington County Family Center, with help from a couple library patrons. Rebecca is also starting a LEGO robotics program through a grant, and is preparing for the annual Halloween party.

#### 4:44- Old Business:

- 1. Kellianne Tech Plan Survey Results-** Kelli is not present. This is the third meeting in a row that she has missed, which technically allows the board to remove her. While we don't want to do this, we would like to ask her for more consistent participation. Perhaps allowing her to join via Zoom would help her.
- 2. Grant** We did not get the library grant we had worked with Tom Davis to apply for.
- 3. Annual Appeal-** Tossy wrote the appeal letter, which we approved and is being prepared.
- 4. Volunteer/Staff Appreciate date?-** Tops has a sale on gift cards during the holidays which we will purchase for a gift, but we have not set a date yet for the event. We should do it between Thanksgiving and Christmas, maybe first week of December. We don't even necessarily need an event plan/craft, we could just gather with snacks.

#### 4:56- New Business

- 1. WiFi Booster in the community room-** We have had more patrons be unable to hold a meeting in the Community Room, due to the poor wifi strength. Rebecca has also made a

wishlist of improvements: 1) The TV should either be wall mounted or on a roller cart, not on a table that is used for programming. 2) A lot of the chairs are broken, and dirty, could use replacing. 3) Wifi booster. 4) Additional janitorial duties (keeping trash bags in the trash bins)- Sherri will make sure this happens.

John called RB Tech last week to check out the modem, which they say is at the end of its life. They haven't followed up yet, but they were going to try to find a less expensive solution to replacing the modem. John has also bought stick-on rubber cups to go underneath the table legs to protect the floor, that are made to slide. They should be here soon. Jeff said that he is finding someone to mount the TV. Maryann brought up the ongoing situation where the automatic door opener to the community room doesn't have a lock setting, so if the library is open there is no way to prevent access to the community room without climbing up and throwing a switch on the door mechanism. Also, the outside door needs to be pushed shut to latch (and lock), an issue since the work was done. We need to remind patrons to do that when they use the community room so the library isn't accessible during off hours. The outdoor automatic button is not keeping the door open for the full 30 seconds it is supposed to have, which is causing one of our patrons difficulty. This patron has talked to Jeff about fixing this. Maryann has until 2026 to use her grant funds to refinish the floor, she will schedule a couple days for this in the calendar.

2. **October Budget-** already discussed and approved.
3. **Biblio Plus Streaming-** a patron requested this (which is available at the Moretown Library). This would cost \$1500/year, which is a lot. This would allow patrons unlimited access to the Biblio TV streaming platform. We discussed asking for a donation to use the service, and have questions about Moretown's use and experience with it. We will follow up with this when we have more information next month.

**5:13- Other business:** No other business. Our next meeting will be on the regular schedule, 3<sup>rd</sup> Tuesday.

**5:13- Public Comment:** no public present.

**5:13- Executive Session:** none

**5:14 – Dale** moved to adjourn the meeting, John seconded; voted & moved. Meeting adjourned.