

Jaquith Public Library
Trustees Meeting Agenda
August 13, 2024 6:30pm

Present: Trustees - Sonia Carrasco, Cathy Chodorkoff, Michelle McCormick, Annie Reed, Tracey Witherspoon; Susan Green, Librarian; Anne Miller, Volunteer Coordinator. Invited representatives of Marshfield Recreation Committee, Community Garden and Farmer's Market Committee and Friends of the Jaquith Library. Drew McNaughton present. Nikki Jiraff, Bethany VonHall joined by Zoom.

Meeting convened: 6:39

Review/Approve Agenda: 2 minutes

- Approved

Harvest Fest (9/29) Meeting: bands, crock pot cook-off, horse and wagon rides, combine with community garden celebration 60 minutes

- Early set up of tents, parking spacing, table set ups – volunteers needed 9:00-10:30am – Drew will coordinate.
- Art tent needs organizer – Tracey volunteered; Bethany will help (also willing to help with promo)
- Crockpot cook-off needs organizer – community supper folks? All contributors are entered into a raffle.
- Bake, pizza and book sale set up and sales – books in hallway. Michelle will do sign for book sale.
- Michael Stark will do electrical hookups
- Fairy Godbrothers will do music 12:30-1:30, 1 other band
- Community Garden will have an information booth/tour/activity about garden and new farmers' market
- Rec. Committee will do orienteering walk on site (nature path) – Drew will coordinate
- Historical Society is doing antique small engine display/talk
- Vendor/informational tabling – Anne Miller will coordinate
- Cider pressing/apple picking – Sonia will pick apples

Review/Approve Prior Month's Minutes: 2 minutes

- Approved

Review/Approve Invoices: 5 minutes

- Approved and signed

Budget Review: 10 minutes

- Still need to do more fundraising, around \$4500 of \$7100.
- Food vendors from concerts have not contributed as expected; we'll rethink this process for next year.
- Mainly on target – over on computers due to end of year payment. Internet will come from budget first and then from grant.

Librarian's Report: 15 minutes

- See full Librarian's report for details
- Programs, circulation, patron usage are all up
- Playgroup attendance has grown enormously

Reminders: Long Range Plan, By-Laws, Policies, Staff Evaluations

Old Business: (follow-up from previous meetings)

15 minutes

- Updates:
 - Annual Appeal – will go out asap, earlier than last year. Letter has been composed by Sonia and is ready for final edits/input from all. Resilience Hub is under our umbrella. Annie will do mailing again.
 - Open meeting law – recording on Zoom

New Business:

30 minutes

- First amendment audit – we will abide the allowable circumstances and not respond to provocation.
- Policy Handbook review (please read in advance) - tabled

Meeting adjourned: 8:02