

Jaquith Public Library
Trustees Meeting Minutes
November 12, 2024 6:30pm

Trustees - Sonia Carrasco, Cathy Chodorkoff, Michelle McCormick, Annie Reed, Tracey Witherspoon; Susan Green, Librarian

Meeting convened: 6:35

Review/Approve Agenda: 2 minutes

- Approved

Review/Approve Prior Month's Minutes: 2 minutes

- Approved

Review/Approve Invoices: 5 minutes

- Approved

Budget Review: 10 minute

- Coming in low on fundraising and high on expenses. Decided earlier in the year we would make up any shortfall from the Jaquith fund. Reconfirmed that decision.

Librarian's Report: 15 minutes

- See full Librarian's report for details
- All numbers are approaching pre-Covid (patrons, programs, circulation, etc.)
- Cathy and Susan will meet again to set up spreadsheet for tracking her numbers
- We are in need of more volunteers to assist with programs

Old Business: (follow-up from previous meetings) 15 minutes

- Update on annual appeal
 - Annie is in need of the mailing list and then it's ready to go. Sonia put the final touches on the letter.
- Policy Manual review/updates - tabled

New Business: 15 minutes

- Meeting schedule
 - We'll move our regular meeting time to the first Tuesday of the month going forward.
- 2025 Budget
 - Agreed to raise Anne Miller to \$20
 - Susan and Sasha will get the COLA increase from the town
 - Susan ask Bobbie to run the budget numbers for us with updates and we'll finalize budget next meeting
- Volunteer Appreciation
 - Planned for Saturday, February 8th
 - Susan has plants, we'll try to get socks again
 - High tea, cake, snacks
- Building/mold/etc.
 - Susan will send the timeline we've compiled to the selectboard on our behalf.
 - We will hire the company (Green Home Solutions) to assess damage and remediation measures to get things going, with the expectation of reimbursement from the town. Once we have info from them we can meet to finalize plans.

Meeting adjourned: 7:36

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