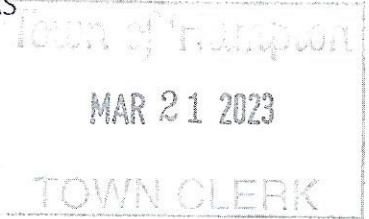


FLETCHER MEMORIAL LIBRARY BOARD OF DIRECTORS

DATE: February 9, 2023



Present: Andstrom, Astin, Burten, Cardwell, Davis, Kaye, McCabe, O'Brien

Absent: Haldas, Hochstetter, Larsen

Call to order: 4:07 PM

Audience for citizens: x

Seating of alternate: x

Approval of minutes: Motion to accept – Kaye; 2nd Astin, passed by unanimous consent.

Bookkeeper's report: Book-keeper Haldas absent.

Cardwell: Last months \$300 charge from Shane Navratil was for 2 months.

Librarian's report (Andstrom – via ZOOM):

Feb 8 - Book discussion 'Klara and the Sun'

Take Your Child to the Library Day – Feb. 4th - only 1 participant due to extreme cold weather.

105 volunteer hours

Assistant Librarian's report (Larsen): X

On-going business:

1. 2023 Budget Review: Utilities have gone up drastically this year – one reason why 2023 planned budget in the red. O'Brien – can we find a less expensive oil service? Add line for Shed Rental Income. Accepted with amendments. Motion Burten; 2nd Kaye; all in favor.
2. Five Year Plan: discussion – need to add a building assessment to this – (R. Inman to provide the assessment) – all in favor.
3. Programs:
 - a. Art – Program is filled until next spring once we confirm October artist.
 - b. Music – proposal to hold music events in Activity Room (Davis). At cost of \$100. Possible performance/workshop on the hammered dulcimer. Davis to confirm date/time w Andstrom.
 - c. Summer Music Event- still waiting to hear from "anonymous donor" Suggestion: hold concert events at 6:00 rather than 5:00.
 - d. Volunteer Spotlight article in Gazette – Cardwell to follow up Regan

4. Pollinator Event: Date of the presentation is now April 29. Plant sale – we can get plants from Pride’s Corner. People can pre-order on April 29 (which is 2 weeks before Mother’s Day).
5. Maintenance:
 - a. Painting – we have 3 bids. Best bid of \$12K is for ENTIRE building (others are for just half) Cardwell to follow up with this bid.
 - b. Fire/police/emergency call – McCabe. 1st call is to FML board members – but names listed are no longer with us so we need to update Discussion – Suggest we get a system based on the system at HES – Kaye to investigate. O’Brien– perhaps an audible alarm would be preferable. Also, we need something cheaper – as well as more effective. Present cost is \$300/yr. Cardwell – suggests that we cancel present system with balance of \$300 due, due to ‘malfunction of system’ as it has not worked for quite a while.
6. Key Bank Grant Proposal – not yet submitted, needs editing. O’Brien to incorporate the bank’s suggestions and re-submit.
7. Volunteer Appreciation: Discussion. O’Brien – suggests Gift Cards of \$50@. General approval. Motion made O’Brien, 2nd McCabe, all in favor.

New business:

1. O’Brien – do we want to participate in next Town-Wide Yard Sale in June or July of this year. Discussion:. Burten says can will do it and he will again oversee the project from our side. General consensus.

Adjourned: Motion to adjourn Burten, 2nd Kaye. Meeting ended by consensus at 5:20 PM

Respectfully submitted,

Mark Davis, secretary

Librarian's Report for the month of February, 2023

Total no. of patrons: 340

of adults: 290

of children: 50

of books checked out: Adults 206 Children 86

of DVDs: Adults 40 Children 2

of Audio books: Adults 18 Children 1

of ILL's requested by other libraries: _____

of ILL's requested by FML patrons: _____

New library cards: Adults 1 Children 0

Orders placed:

Books, dvds, supplies, etc.

Reports due or completed

#of volunteers & total hrs., who worked this month and jobs they performed---comments

See attached

Programs ---planned, held (# of attendees) comments

See attached

Description of off-site hours if applicable

See attached

Goals/objectives for next month

See attached

Building concerns---

repairs needed-heat, cleanliness, computer/telephone problems, etc.

(things Librarian would notice being here every open day)

Lights out in 600 room upstairs - 2 fluorescent bulbs

Correspondence

Dialogue: Are there any other concerns the librarian has at this time?

Does the board have concerns related to the librarian, or related to library duties?

Other *We would like to have a Book/Bake/Silent Auction the day before Mother's Day, Saturday, May 13th and a small Book & Bake Sale (books about plants & Gardens) & Silent Auction during Pollinator Awareness on Sat. April 29th*

Librarian's Report – February, 2023

Programs Held:

- Top Shelf Gallery – January & February, Frietha Lawrence
- Take Your Child to the Library Day, Saturday, February 4th, 9-3 – 1 child & 2 adults
- Book Discussion Group, Wednesday, February 8th @ 6:00 p.m. We discussed *Klara and the Sun* by Kazuo Ishiguro – 5 participants
- Mah Jongg 101, Thursdays, 10-12 a.m. - 12 participants
- Knitters – Wednesdays, 12-3 – 30 participants
- Tai Chi – Thursdays, 9:00 a.m. at the Town Hall – 13 participants
- Baby Story Time Song & Play, Fridays, 10:30-11:00 a.m. – 3 Children & 6 Adults
- Story & Craft, Wednesdays, 4-5 p.m. – 25 children & 19 Adults

Upcoming Events:

- Book Discussion Group, Wednesday, March 8th @ 6:00 p.m. - We will be discussing *The Revolutionary Samuel Adams* by Stacy Schiff.
- Dr. Seuss's Birthday Party with a Visit from The Cat in the Hat, Saturday, March 4th 10-11 a.m.
- Easter Egg Hunt with a Visit from The Easter Bunny, Saturday, April 8th, 10-11 a.m.
- Pollinator Program, Saturday, April 29th

Description of Off-Site Hours:

- Quiet Corner Reads Zoom Meeting, Thursday, February 9th, 9-10:30 a.m. Next meeting will take place on March 9th, 9-10:30 at Putnam Public Library.

Volunteer Hours:

Sonja Larsen – 43

Beth Desjardin – 42

Regina DeCesare – 9

Leslie White – 8

Janice Trecker – 12

Lee Astin – 6

Sue Hochstetter – 19.5

Total Volunteer Hours: 106.25