

Committee name: Gleason Public Library Trustees

Meeting date: April 10, 2023

Zoom meeting

Meeting Minutes

Present: Karen Gettings, Christine Stevens, Kaitlin Waterson, Martha Feeney-Patten, Jack Troast (Master Plan committee/working group), Kate Reid (SB)

1. Call to order: 7:02PM
2. March minutes approved
3. Coordinating library involvement in master plan (Jack Troast)
 - a. Library is mentioned 117 times in master plan
 - b. Master Plan report was accepted by planning board last April.
 - c. 88 recommendations were made to the Town and accepted by Planning Board. The Select Board took the report and adopted a number of recommendations already; more are being looking into by a working group of town staff.
 - d. Jack recommends that we identify pertinent recommendations for which the library has an interest.
 - e. Christine mentioned that the library will continue to be in touch to continue to participate with the implementation of the master plan. For example, we want to engage more with COAHS and Rec Committee. This has started. For example, there was a joint library and recreation committee event for stargazing that happened recently.
 - f. The Library will continue to look for more opportunities to increase efficiency and to provide the community with what it needs, such as reaching out to the sustainability committee to install an EV charging station when our parking lot gets repaved (must coordinate with municipal facilities committee as well).
 - g. Jack Troast would be happy to review and present a Library plan to the master plan working committee.
 - h. Kate Reid suggested that Martha be added to the working group. Jack will mention to Julie Mercier.
4. Director's report
 - a. Budget is on track.
 - b. Landscape cleanup scheduled for this week.
 - c. Next budget is being sent to Select Board tomorrow.
 - d. Rooftop ventilation unit waiting for electrician for final checkup.
 - e. PFAS treatment is almost completed, just waiting for media filters.
 - f. New phone system scheduled for mid-May.
 - g. Jenn (children's librarian) recently received a cultural council grant for family concert. Tahleen (teens' librarian) also received a grant.
 - h. New art exhibit at the library; on Sat April 29 the artist will give a talk about it.
 - i. Poetry contest is underway.
 - j. We received a cyber security audit and training to prevent cyber-attacks at the Library.
5. Renovation planning action items
 - a. We will be applying under the undesignated bucket for CPA funds. The grant agreement is currently being drafted.
 - b. Will meet with the Cultural Council, the Historical Commission, and the Historical Society this month to further socialize our warrant for town meeting.
 - c. Lead letter: Martha will add more statistics about book usage per capita.

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- d. Martha will start preparing material for Town Meeting. Will check with Wayne Davis about length of presentation, and will circulate with Trustees.
6. Volunteer Policy Review: reviewed and unanimously approved.
7. Next meeting date: May 3, 2023 at 7PM.
8. Adjourn at 8:05PM.

Minutes prepared by Karen Gettings and approved on May 3rd, 2023.