

Committee name: Gleason Public Library Trustees

Meeting date: June 16, 2022

Zoom meeting only due to COVID-19

Meeting Minutes

Attendance: Christine Stevens, Karen Gettings, Kaitlin Waterson, Martha Feeney-Patten, Maxine Crowther (FoGPL), Kate Reid (Select Board Liaison) and Wanda Avril (Carlisle Mosquito)

1. Convened at 5:03pm
2. May Minutes approved
3. Director's report:
 - a. Slightly under budget on personnel and building repairs, but money was used for library materials
 - b. Library got green light to turn on water in bathroom sinks for handwashing, but water is still not drinkable
 - c. New circulation assistant, Claire Gordy, started
 - d. Meeting rooms online reservation system is being used by patrons
 - e. MVLC purged a large number of accounts that have not been used in many years/decades
 - f. Summer reading program kicking off on June 18
4. Schwartz Silver Architects Proposal Discussion

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- a. SSAs proposed creating a virtual building tour of the library for an additional fee. The proposed virtual tour sounded like a good idea to all. Kate Reid will check with other potential vendors who can create the tour to compare prices. Christine will check with SSA on cost.
 - b. Overall, the proposal for library renovations seemed to fit our requests. Cost estimate seems to be appropriate for current times.
5. Fundraising update
- a. Trustees are creating a GPL 2022-23 Capital Campaign Fundraising Committee
 - b. Amy Caggiano, experienced professional fundraiser, met with Karen and discussed potential ways to get started, including socializing the project at Old Home Day, identifying people who have been generous to the Library before or have expressed interest on being generous, and recruiting a committee chair
 - c. Maxine will mention at FoPGPL meeting if any members want to volunteer for fundraising committee. She also suggested that we define roles before recruiting for the Committee.

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6. Old Home Day planning
 - a. Christine will ask about printer to print large format materials for
OHD
 - b. Karen will check with Martha about printing booklet
 - c. Karen will circulate signup sheet
7. New items
 - a. Kate Reid new Select Board liaison
 - b. Karen will hand off treasurer items to Kaitlin
8. Next meeting date: July 12 at 5pm via Zoom
9. Adjourn 6pm

Minutes prepared by Karen Gettings and approved on July 12, 2022.