

# JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

## MINUTES

September 20, 2023

**Present:** Sandra Adams, Chair; AnneMarie Chapman , Secretary; Leslie Schuster, Treasurer, Melissa Babcock, Library Director

**Meeting Convened:** 6:00p.m.

**Agenda Review:** The agenda was reviewed and revised. A motion to accept amended agenda was made and seconded. (AnneMarie/Leslie) Motion carried.

**Acceptance of Minutes:** The August 23, 2023, minutes were reviewed and edited, and a motion to accept was made and seconded. (Leslie/AnneMarie). Motion carried.

### Old Business:

**CIP Recap:** Sandra attended the CIP meeting and updated the CIP members regarding the items included in our Capital Improvement Plan.

### New Business:

**Easement for shared driveway:** An easement was drafted by the town's legal counsel concerning the shared driveway and parking area with the Strickhart property. Proper signage will be erected and the trustees wondered if a *Caution – Children At Play* sign would also be appropriate.

**New meeting date:** Starting with our November meeting, library trustee meeting will move to the 2<sup>nd</sup> Wednesday of each month.

### Reports:

**Director's Report** –Melissa. presented the Director's Report, items of note:

- Friends of the Library met recently. All officers have been elected and the group has already been at work taking care of refreshments for library groups, planning tote bag sale to raise funds, and planning to hand out books and candy at Trunk or Treat. The group will meet the 3<sup>rd</sup> Tuesday of each month.
- Melissa has gotten three quotes for the downstairs flooring and will contact Jim Donini regarding another quote involving a flooring alternative.

**Financial Reports** – The July and August financial statements were reviewed and a motion was made and

seconded to approve the reports. (Leslie/AnneMarie)

**Adjournment:** Moved and seconded at 7:40 p.m.(Leslie/AnneMarie)

**Next Trustees Board Meeting: Wednesday, October 18 2023, at 6:00 p.m.**