

# **JOSIAH CARPENTER LIBRARY TRUSTEE MEETING**

## **MINUTES**

**March 13, 2024**

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

**Meeting Convened: 9:30 a.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 February 7, 2024, minutes were reviewed and a motion to accept was made and seconded. (AnneMarie/Leslie). Motion carried.

### **Reports:**

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

- Upcoming programs include Raising Backyard Chickens, Solar Eclipse Info, Candle Making, and visits with local authors Wayne Gallup and Linda Updike.
- A new copier/printer has been ordered, replacing the two units (one black and one color printer) currently being used upstairs.

**Financial Reports** – The February financial statements were reviewed and all looked well. A motion was made and seconded to approve February's Director's Report and Financial Reports. (AnneMarie/Leslie).

### **Old Business:**

**Friends activity:** The Friends continue to be an asset to JCL by helping at various programming. A lottery gift basket was raffled off on Election Day. The public has been very generous with donations inspired from JCL's Wish List published in the Pittsfield Post. Thank you to the Friends for the suggestion!

**Little Free Library:** We have approval to install a Little Free Library at Drake Field. The placement hasn't been completely figured out, but are thinking near the playground, making it easily accessible to the children, would be the best option.

**Budget:** March 12<sup>th</sup> was Election Day and the town's budget failed to pass. This means JCL's budget will remain the same in the upcoming year. We are aware of our financial constraints and we strive to make wise financial decisions for the library and therefore, the town of Pittsfield.

**Policy review:** The trustees continued with our policy review, streamlining all the policies and making it easier to access any one policy.

**Miscellaneous:** Liz Dimmick was elected to be our newest Library Trustee. Congratulations and welcome to the team! We also would like to acknowledge Leslie Schuster and the contributions she made to our board of trustees. Leslie was a conscientious Treasurer who was instrumental in the process of streamlining our policies to be more efficient. Your enthusiasm and sense of humor will be missed.

**Adjournment:** Moved and seconded at 11:33p.m.(AnneMarie/Leslie)

**Next Trustees Board Meeting: Wednesday, April 10, 2024 at 9:30 a.m.**