

Board of Library Trustee Minutes
Friday, November 21, 2022
Truro Public Library
3:30pm

TOWN OF TRURO
MAR 10 2023
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TOWN CLERK

Attending: Martha Magane, Mary Abt, Keith Althaus, Kait Blehm, Tricia Ford,

ABS Meg Royka, **FOTL** Jen Thomas

- Call Meeting to Order 3:33pm

- **Approve** October minutes - Mary Abt approved unanimous in favor

- **FOTL Report** - (Jen Thomas) Tricia Ford gave report

Halloween Party - Successful

Cookbook - call for more recipes

Winter Music Series - 1x a month starting in December

Angel Tree - Goal \$2500

Souper Soup Fundraiser in the works

- **Library Director's report - Tricia Ford**

- Current statistical reporting may need tweaking to make actual numbers consistent in 2023. Tricia will update and will fix the report.

- 4321 visitors reported in October 2022

- Play reading one time a month happening on Saturdays at 2pm

- Library Planning Survey is going well

- KOHA System - New open source operating system for CLAMS.
Scheduled for January 2023

- 2024 Budget has been submitted

There is an increase in line items

- **Capitol budget increases requests (CIP)**

Replace 2 sheds near parking area. (FOTL could replace sheds)

New web site for the library - digitizing town reports, development of a portal,

Filming capacity (portable studio) for the library

- **Engineering Study for library space planning. Weston and Sampson hired for study**

There are flaws in the W&S plan

There is no space for books,

Staff area did not include noise cessation.

Community Room becomes a break room and kitchen with extra play area for kids.

HVAC issues

-Town Manager will be attending the December meeting.

-Town Clerk's office digitizing town records. CPC is funding for over \$100,000.

-How does the library own the rights to access and keep on the website

Total 2024 budget increased by less than 2%.

Library Compensation Issues

Tricia wants to increase employees salaries up a step.

Internal classifications vs external classifications?

Staffing

1) Director, 2) Assistant Director, 3) Librarian, 4) Outreach co-ordinator ,

5) Youth Services/Tech. 6) Library Assistant

Library staff has received only COLA raises, for multiple years.

Review Meeting Room policy

- **Long Range Plan Committee**

- meeting Dec 14 meeting at the library The TM will be at the meeting
- meeting with Staff Saturday 11/19/2022 at 9am
- zoom Meeting Thursday, December 1, 2022 - Public Zoom
- general public in person

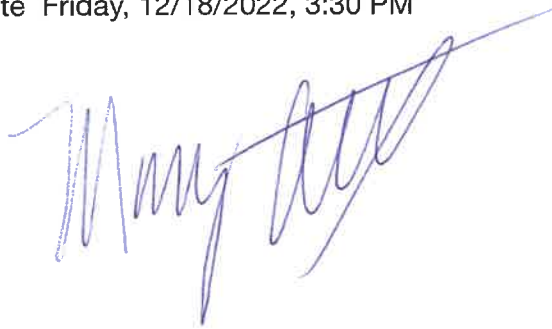
- Any other business that may legally come before the committee for discussion at the next meeting.

- **Adjournment:** 3:00pm

- Next Meeting Date Friday, 12/18/2022, 3:30 PM

Mary Abt

Clerk of Trustees



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