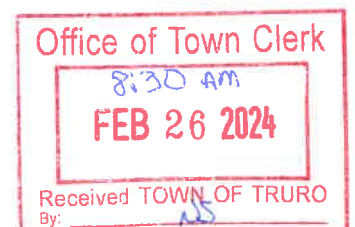


**Board of Library Trustees
Minutes
Friday, November 17, 2023
3:30pm
Truro Public Library**

Attending: Kait Blehm, Keith Althaus, Martah Magane, Tricia Ford, Maggie Hanelt, Nola Glatzel

- Meeting Call to Order – 3:41
- Approval of minutes –
 - September minutes approved with corrections (unanimously)
 - DPW will not allocate funds but will install dispensers if we purchase
 - Moved by Keith Althaus and seconded by Martha Magane
- Friends of the Library Update – No update from Jen. They have not met.
- Library Director's Report
 - Each board has a fiscal agent and Tricia is fiscal agent for Trustees (second is Darren). Trustees don't have funds, but in the case that we did, they would be monitored by fiscal agent.
 - Budget Season – Tricia and Maggie working on the budget
 - Request from finance director for everything non-wage to be 0% increase. Tricia feels building and grounds need more funding this year. Friends upkeep the circle in front and there are some volunteers from time to time but there is a need for yearly tree work, trimming bushes, weeding, and caring for plants and trees.
 - Managing consulting services (\$700) may no longer be needed as work can be covered by staff and volunteers
 - Databases could potentially be decreased from last year as well
 - Professional tech (CLAMS) also no longer needed in budget
 - Printing costs have increased so printing allocation in budget will have to be increased (newsletter)
 - CLAMS fee will go up about 4% each year
 - Staff development – increase to about \$4000
 - Capital – any projects under \$10,000. Possibility of new computers for staff. Interest in desks / workspace downstairs for staff. There is a need for reconfiguration of workspace for staff. It is crowded, especially Justine's workspace. This has been an issue for many years. A consultant gave feedback several years ago but it proved unhelpful. There is a desire to expand office space into YA area and having YA area downstairs with bean bag chairs. Books down under could move upstairs to where YA books are now. Question of anti-microbial/hypoallergenic carpeting for



children's room – a staff member will need to attend a conference to see options.

- Most line items will stay the same
 - Bulletin Board Policy – Martha will write a draft bulletin board policy to review at next meeting
- Quilt – Keith would like to find a spot for the quilt where it can be enjoyed at eye level
- Meeting Adjourned 5:00
- Next Meeting – tentatively Tuesday, December 19 – 12/15 is the Provincetown and Truro holiday event.

Nola Glatzel

Nola Glatzel

