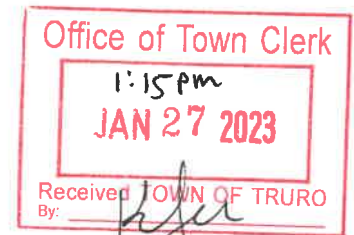


**Board of Library Trustee Minutes**  
**Friday, December 16, 2022**  
**Truro Public Library**  
**3:30pm**



**Attending:** Martha Magane, Mary Abt, Keith Altaus, Courtney Francis

**ABS FOTL** Jen Thomas, Kait Blehm, Meg Royka, Tricia Ford

- Call Meeting to Order 3:33pm
- **Approve** November minutes - approved by Keith Altaus, unanimously accepted.
- **FOTL Report** - Tabled to January - Keith Altaus attended FOTL meeting December 1, 2022  
The Annual Membership Appeal Letter has been mailed.
- **Library Director's report** - Courtney Francis presented the report (copy attached)
  - Statistics:** Attached. Circulation continues to grow.
  - Financial Report:** Attached.
  - Collection Development:** No updates.
  - Building Status:** No updates
- Staff : Grade placements
  - Discussed the disparity of pay grades between of Kenneth Hawkey, Courtney Francis, and Maggie Hanelt
- Activities/News**
  - Gratitude is extended to Cathy Skowron the library's December featured artist
  - Polar Express - collaboration between Provincetown/Truro Recreation Departments, Library, Parent Groups.  
FOTL donated books for all children.
  - Staged Readings continue December 18, 2022, 2pm Will Hildreth, "The Boathouse"
  - Book Group -Run by Maggie Hanelt. "The Huntress" 12/28/2022, 2pm.
  - Strategic Planning Discussion - under Kat Blehm's leadership the survey was published, focus. The groups are still meeting.
  - Attendance at music events are seeing attendance increasing month to month.
  - Gift wrapping by Roberta Endich offered 3times was very successful.
  - Tech Help with Caleb is very popular and helpful to library patrons.  
Caleb's volunteer time has ended.
- Budget summary**
  - Supply line has been depleted and will need to be watched carefully until June so as not to impact the budget.
  - Discussion continues over digitizing and archiving Town of Truro Annual reports.
  - Bob Burns is volunteering time to the library. He is organizing the vertical file organization. It will make the work of news clipping and local interest

**CLAMS**

- CLAMS voted to replace the Sierra operating system with KOHA which will be easier to use, more responsive, more scalable, and less expensive. Transfer will take place in

January, 2023.

- **Review Meeting Room policy - tabled**
- **Long Range Plan Committee** - Under Kait Blehm's leadership the group is making progress. Study survey is complete, focus groups are meeting.
- Well attended general public session was a success.
- Had a meeting with Town Officials and Administration Sue Arenson BS, Damien Clements Stephanie Rein BS, Darrin Tangemen, Finance Director Alex Marini Lessen, Nola Glatzel
- Kait Blehm, Tricia Ford and Martha Magane continuing discussion of the library.
  - TM questioned Civic education and Library initiatives and expenses
- Any other business that may legally come before the committee for discussion at the next meeting.
- **Adjournment:** 4:26pm

- Next Meeting Date Friday, 1/20/2023, 3:30 PM

Mary Abt

Clerk of Trustees

