

**DRAFT**

**Board of Trustees Meeting Minutes  
Baxter Memorial Library  
September 19, 2017**

**Present:** Katherine Roe, Chair; Kayleigh Rodig, Librarian; Susan Sellew, Secretary; Deb Hopkins, Trustee; Kaitlyn Reid, Trustee; Ellamarie Russo-DeMara, Trustee.

**Meeting Minutes:** Minutes for the Special meeting August 30<sup>th</sup> and the April meeting were reviewed and approved

**Financial Report:** The warrants were signed and the financial statement reviewed.

**Librarian's Report:** In August there were 454 visitors (274 adults and 180 children), a 22% increase compared to August 2016. Twenty-three programs/events were held with 186 attendants. There were 351 library materials checked out, 407 checked in and 10 renewals (a 49% increase in circulated materials compared to last year).

Build a Better World programs were successful with Sharon residents Paula Duprat, Sylvia Moore and Mary Russ presenting programs. The pizza party was well attended by families. The Nature Club and Lego Club have been very popular with home-schooling families attending. Book Lover's Brunch has also been successful and will continue monthly. Eighteen people attended the discussion of "Brown Girl Dreaming" at TSA, another discussion will be held Sept. 28<sup>th</sup> at the library. Fiber Arts and French Club continue to meet at the library.

Kayleigh will be trained in the new catalog software in December or January. Kayleigh would also like to get graphic design training to improve publicity for the library. Sue recommended that Kayleigh check with Deb Jones about using the projector and screen in the Town Hall when needed for programs.

The cleaning person has not been reliable and Deb Jones suggested that Kayleigh be paid, from the town's cleaning budget, for cleaning the library.

**Old Business:** Ken Wright will lock down the floor vents.

**New Business:** We reviewed the goals from our meeting with Volunteers and Friends last November and found that we had met most of them. The one area that needs work is to access people in the community who are ill or shut in, and would like to connect with the public nurse and host a discussion, possibly about drug addiction. We plan to hold another Volunteers and Friends meeting on November 5<sup>th</sup> at 2:00 PM.

Kayleigh would like to have a Halloween Party at the library and will ask the TSA students to help decorate. Art Stacy has offered his Model A truck to promote the library during the Old Home Day parade in 2018.

**Next Meeting:** October 17, 2017 at 6:30 PM, the public is invited to attend. Please get agenda items to Katherine Roe the week prior to the meeting.

9/30/2017