

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES  
MINUTES

Monday, December 2, 2024 5:33 P.M.  
Robert W. Barlow Memorial Library Community Room

Board of Trustees president, Jerry Lehtola, called the meeting to order at 5:33 pm. Other board members present were: Brad Cutler, Sarah Gilbert, and Dawn Parker. Also present was Erin Finnegan-Andrews, Library Director.

The agenda for the meeting was presented and approved. (Lehtola/Gilbert)  
The minutes of the last meeting were approved as printed. (Parker/Cutler)  
The bills from November were presented for the Board's review. Reimbursement was received from the Friends for the ebike. There were three employee pay periods in November. Approval was given for payment of the bills. (Parker/Cutler)

The Monthly Report and the Director's Report to the Board were presented.

\*While typically a slower month, November door count and circulation numbers were above previous-November levels. Hoopla check-outs increased again, though the dollars spent were fewer than October.

\*The Gift Account balance is \$118,393.47.

\*Erin is expecting a quote for new equipment in the Community Room for scheduled CIP.

\*Carpet cleaning will be on an annual schedule moving forward and Erin will look into a new vacuum.

\*14 people attended Lance Hansmann's presentation in November.

\*The Adventure Pass program will be paused at the end of the year while a new source of reservation software is finalized.

The Friends of the Library provided greenery in the planters outside the front of the library, and are working on a Friends logo to use on the new ebike.

There was no input from the public at the meeting.

Items for Discussion:

\*The board approved the FY 2025/26 Library Budget as presented. (Parker/Gilbert)

\*The board directed Erin to request a 5% increase in salary for library employees.  
(Parker/Cutler)

Parker moved to adjourn. Lehtola provided the second. The meeting adjourned at 6:19 pm.

The next meeting will be at the library on Monday, January 6, 2025 at 5:30 pm.

Submitted by Sarah Gilbert