

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, November 11, 2019 6:35 P.M.
Robert W. Barlow Memorial Library Conference Room

Board of Trustees president, Jerry Lehtola, called the meeting to order at 6:35. Other board members present were: Alison Campbell, Brad Cutler, Sarah Gilbert, and Madeleine Weeks. Also present was Erin Finnegan-Andrews, library director.

The agenda for the meeting was presented and approved. (Lehtola/Weeks)
The minutes of the last meeting were approved as printed. (Lehtola/Gilbert)
The bills from October were presented for the Board's review. Memorial money was used to purchase non-fiction materials. A bathroom faucet was repaired and staff computer and server updates completed. Approval was given for payment of the bills. (Gilbert/Cutler)

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

- *The first full month of wireless tracking data showed 1,010 individual sessions, about double previous estimates. More book tubs have gone out, but still not the usual amount.
- *The Gift Account balance is \$79,011.92.

The Friends of the Library selected their Winterfest performer and approved funding for the Halloween activities. They are in the process of rewriting their bylaws.

There was no input from the public at the meeting.

Items for Discussion:

- *Erin presented options for new chairs, to be purchased using money left over in the Equipment Budget from moving the security system to CIP. Approval was given to purchase two new chairs for the adult reading area. (Weeks/Gilbert)
- *The Board approved Food for Fines from December 1-31st. (Lehtola/Cutler)
- *The Board approved the Thanksgiving and Christmas library closure schedule. (Lehtola/Cutler)
Erin will look door counter data from previous holidays to determine patron activity on the days around holidays.
- *The Board reviewed the State Library Annual Report.
- *The Long Range Plans were approved as presented. (Lehtola/Weeks)
- *The Board completed Part 4 of the State Library's Board of Trustee Training video series.

Campbell moved to adjourn. Cutler provided the second.
The meeting adjourned at 7:27.

The next meeting will be Monday, December 2, 2019 at 6:00 pm.

Submitted by Sarah Gilbert