

,MADISON LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 16, 2020 @ 3:30 PM
JOHN F. CHICK ROOM
APPROVED MINUTES

ATTENDING: Chair Cheryl Littlefield, Mary Holmes, John Filson, Bruce Kennedy, Karen Lord, Christina McAllister, Patti Rau, Linda Smith, Peter Stevens (via Zoom); Susan Lee, Friends of the Library (via Zoom), Sloane Jarell, Library Director

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:33 PM.

APPROVAL OF MINUTES

August 19, 2020 Regular Meeting: Motion by Linda Smith to approve the minutes of 8-19-20, seconded by Karen Lord. The motion passed unanimously.

REPORT OF THE TREASURER: Cheryl said the Budget Drawdown looks pretty good and it looks as though we still have a fair amount of tech money. Sloane said this might offset some of our equipment repairs, including at least another \$500 for the air conditioner upstairs. Patti Rau asked about tech spending over the summer. Sloane said she included Creativebug, which has lots of great tutorials. She said she thought \$50 would be refunded to the tech fund because she had intended to purchase a \$50 speaker in the spring and then cancelled it.

LIBRARY DIRECTOR'S REPORT: Cheryl said she thought the statistics looked good. Sloane agreed that the circulation numbers were amazing, the best we've done all year. She said of course attendance will not be back to last year's numbers due to the loss of programming and appointments. Sloane said she has reached out to the school and asked how we can help support them; Principal Heather Woodward indicated that she would forward her offer of help to the two remote teachers. Sloane said American Air came on September 15 and got the air conditioner in the Children's Room in working condition. She said the Chick room rugs and upstairs rugs have been cleaned. Sloane said there is a program coming up called "All Eyes are Upon Us; Racial Struggles in the Northeast," presented in partnership with the Conway, Jackson, and Freedom Public libraries, on October 8 at 6:30 PM via Zoom. She said the Book Group will be held September 19 at 7:00 via Zoom to discuss "Tough Love" by Susan Rice, and the Teen Book Club will read "On the Come Up," by Angie Thomas. Sloane said the budget is due to the town on September 23. She said she wanted to try to keep the budget as level as possible.

GALLERY: None.

FRIENDS OF THE LIBRARY: Susan Lee said the FOML had their first Zoom board meeting on September 10 and their public Annual Meeting will be held via Zoom on October 29 at 6:45 PM; the program will be "In the Evil Day." She said the FOML has just purchased an Orange pop-up tent for the library to use for outdoor programs and for an outdoor book sale to be held on October 17.

OLD BUSINESS:

Appointment Updates: Sloane said things are going well. She said she has found that some people are not yet aware that they are welcome to give us a call and make an appointment to come in.

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Reopening – Limiting Building Occupancy: Sloane said with social distancing, we can have about 10 people total, including staff, in the library upstairs. She said she would not use the Chick Room at this point.

Library Evaluation: Discussed. Motion by John Filson that the board agrees to include a 2% raise for the Library Director in the 2020-2021 budget, seconded by Bruce Kennedy. The motion passed unanimously.

Motion by John Filson that the following statement be inserted in the minutes of this meeting: “The Trustees recognized the Library Director and her staff for their exceptional performance and dedication to the service and safety of the Madison Library during the ongoing COVID-19 pandemic crisis.” Seconded by Bruce Kennedy. The motion passed unanimously.

Cheryl asked if there were any place that the budget could be cut. Sloane indicated that there were two areas where cuts could be made: Professional Improvement because all meetings will be via Zoom; and Technology. She said hopefully we will get the donated laptops. Cheryl suggested decreasing Professional Improvement by \$200. The board agreed with this. Patti Rau suggested decreasing Technology from \$2,000 to \$1,500. It was pointed out that this would have to increase again at some point. Cheryl said we could explain that we cut because of COVID. Cheryl asked about the cost of electricity. Sloane said we now have the solar array and she didn’t know how that would affect the cost. Cheryl said perhaps we could cut a little out of electricity because the Chick Room was not being used. She suggested checking with the Town Office to see what the average electric bill is for the library.

NEW BUSINESS:

Budget Planning (Due to Town September 23): Already covered.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by John Filson to adjourn, seconded by Karen Lord. The motion passed unanimously and the meeting adjourned at 4:29 PM.

Next Meeting: October 21, 2020, 3:30 PM

Town of Madison, Board of Library Trustees
September 16, 2020
Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on September 17, 2020