

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 16, 2024 @ 3:30 PM
JOHN F. CHICK ROOM
APPROVED MINUTES

ATTENDING: Betty Fernandes, Mary Holmes, Bruce Kennedy, Cheryl Littlefield, Patti Rau, Linda Smith; Sloane Jarell, Library Director

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

September 18, 2024 Regular Meeting: Motion by Bruce Kennedy to approve the minutes of 9/18/2024, seconded by Patti Rau. The spelling of a name was corrected. With that correction, the motion to approve the minutes as amended passed unanimously.

REPORT OF THE TREASURER: Treasurer Christina McAllister was not present. Cheryl Littlefield noted that the Budget Drawdown looked good. Library Director Sloane Jarell said she will double-check to make sure the budget numbers are correct. There was no vote.

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell:

- The Statistics look good. Things are slowing down after the summer rush, but the numbers are good.
- At the Selectmen's meeting, the AC was approved for the Children's Room, to be paid for by the town.
- A deposit has been made for the generator and propane. Some levelling has to be done where the propane will be placed.
- The Book Discussion Group will meet on October 22.
- Many thanks to Bruce Kennedy for scrubbing and power-washing the library steps and railing and the side of building.
- One Book One Valley is coming up on October 24 at the Majestic Theater.
- Halloween Town will take place on October 26.
- Sloane spent the morning at the Madison Elementary School and helped to serve school lunch. She also attended the Back to School Night and will be at the school next week for the CLiF Grant program, when the Madison Library books obtained through the grant will be displayed.
- The library Budget draft is due on October 18 and we can provide updates as things arise.
- The staff substitute will not continue on and we are posting the position.

GALLERY: Gaie Mitchell

FRIENDS OF THE LIBRARY: The Friends' Annual Meeting was held and next year's budget was approved, including funds to rehab the Chick Room. Sloane welcomed ideas for the rehab,

including possibly replacing the sink area. Sloane noted that the Chick Room carpet will be cleaned this month.

OLD BUSINESS

FOML – Generator for the Library: In the works.

NHLTA Meeting – Information Packet included in the board packet. Those who attended said the meeting was very informative. Sloane said it was noted that many library directors have a contract which often includes an end date. She said she will look into this if the board is interested, and the board agreed. Linda Smith said one subject that was discussed was a Memorandum of Understanding (MOU) between the library and the town. Sloane said she will do some research to see if there is any history of that here.

Children's Room A/C: Coming before winter.

NEW BUSINESS

Sign Usage: Sloane noted that a group not associated with the library is doing a program here and they asked if they could use our sign. Cheryl Littlefield said she thought the sign should be strictly for something the library is sponsoring. The board agreed and said that there should be a policy to deal with this issue. Sloane said will work on a sign policy stating that our sign is for Madison Library events only.

Day After Thanksgiving: Question as to whether this day of traditionally low attendance could be a day of closure.

Motion by Patti Rau to close the library on the day after Thanksgiving, seconded by Bruce Kennedy. The motion passed unanimously.

Substitute: Already covered. Sloane said she will run the ad for five days. She said there is a longer version posted on the website. Applications are due on November 9.

Investment Policy: Sloane said this is something to be reviewed annually. With the Treasurer not present, this was tabled for this meeting.

Library Evaluation: Cheryl Littlefield said responses were all really positive. It was suggested that Sloane look into taking a course or two. The board had discussed bumping Sloane up to full time, and the board agreed that this should be done.

Motion by Bruce Kennedy to bump Sloane to 35 hours, seconded by Linda Smith. The motion passed unanimously.

Motion by Bruce Kennedy to increase the Library Director's pay by 2.5%, seconded by Linda Smith. The motion passed unanimously.

Budget Discussion and Warrant Article: A few small last-minute adjustments in the budget were discussed. Sloane said the budget will be submitted to the town on Friday and that she will work on a warrant article for the front doors and possibly the Chick Room door as well. She said we will apply for the full amount but will work on a grant as well.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Bruce Kennedy to adjourn, seconded by Betty Fernandes. The motion passed unanimously and the meeting adjourned at 4:53 PM.

Next Meeting: November 20, 2024, @ 3:30 PM

Town of Madison
Board of Library Trustees Draft Minutes
October 16, 2024

Respectfully submitted,

Patricia Ambrose
Recording Secretary