

1 MADISON LIBRARY
2 BOARD OF TRUSTEES MEETING
3 NOVEMBER 20, 2024 @ 3:30 PM
4 JOHN F. CHICK ROOM
5 DRAFT MINUTES
6

7 ATTENDING: Betty Fernandes, Mary Holmes, Cheryl Littlefield, Christina McAllister, Patti
8 Rau, Linda Smith, Peter Stevens; Susan Lee, Friends of the Library, Sloane Jarell, Library
9 Director

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11 CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.
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13 APPROVAL OF MINUTES
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15 October 16, 2024, Regular Meeting: Motion by Patti Rau to approve the minutes,
16 seconded by Christina McAllister. The motion passed unanimously.
17

18 REPORT OF THE TREASURER: Treasurer Christina McAllister said the Budget Drawdown
19 looks good. She noted that audio/visual and books were close or over-budget and asked if these
20 should be increased for the next budget. Library Director Sloane Jarell said in our proposed
21 2025 budget, audio/visual remains the same but books are up; she said audio/visual will
22 balance out with books, which have gotten super expensive. The cost of heat was discussed.
23 Sloane said we have not received any heating bills for a while. Sloane said all financial forms are
24 generated by the accountant.
25

26 Motion by Peter Stevens to accept the Treasurer's Report, seconded by Patti Rau. The motion
27 passed unanimously and the report was accepted and filed for audit.
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29 LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell:
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- 31 • The Statistics show that there has been a definite slowdown in the last couple of weeks.
- 32 • The library just purchased a metal detector for patrons to use.
- 33 • All the programs are going along nicely. The Winter Tree Lighting will be held the
34 Monday after Thanksgiving.
- 35 • Book Discussion Pitch Night will be held on December 10; we will have a discussion
36 about next year's book selections.
- 37 • The Kids' Club is struggling and we may have to rethink it. We may do something with
38 the Rec Program at the elementary school.
- 39 • One Book One Valley was a success, with about 80 people attending in person and 20
40 attending virtually.
- 41 • Halloween Town was a fun evening, with books and candy being handed out.
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43 GALLERY: Joe Callanan. Sloane said she is currently booking artists for next year.
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45 FRIENDS OF THE LIBRARY: Susan Lee provided a summary of Friends' activities for the year
46 2024:

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- Paid for the generator and put a deposit on the propane installation.
 - Provided 8 programs via Zoom and in person.
 - Held Book Sales in May through November, with the last one to be held at the Holiday Open House on December 14.
 - 3 Little Libraries continue to be used extensively. Thanks to Mike Villieux for his help with the Little Libraries.
 - Maintained the library gardens.
 - Supported the summer reading, Kanopy, museum passes, movie license, circulation books and materials, and One Book One Valley.
 - Received significant donations in addition to membership dues. Most recent was a \$500 donation in honor of Sloane, Cam and Denise; and \$122 from the Hannaford Bag program.

61 In addition, the Friends have approved their budget for 2025, including funds for library
62 equipment and funds for the Chick Room upgrade.

63
64 The Trustees thanked the Friends for their generous help and all that they have done and
65 continue to do.

66
67 OLD BUSINESS

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69 FOML – Generator for the Library: The generator has been placed and we are waiting for
70 the town to clear a spot for the propane pad. Once the propane tanks are in, the wiring
71 will be done.

72
73 Children’s Room A/C: The Children’s Room mini split will be installed in the next couple
74 of weeks.

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76 Substitute: Cam will be out for a few weeks for medical reasons. Sloane will use that time
77 to train a substitute. She has interviewed 3 people and would like to hire 2 if the board
78 agrees.

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80 Budget and Warrant Article: Handed out and discussed.

81
82 NEW BUSINESS

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84 Investment Policy: Sloane said she will try to have this on the agenda as a yearly update.
85 The board discussed having someone manage the finances.

86
87 Motion by Patti Rau to investigate hiring a financial advisor, seconded by Christina
88 McAllister. The motion passed unanimously.

89
90 Outdoor Signage Policy: Sloane said she will check to see if the town has a policy on
91 political signs on town property.

92

93 OTHER BUSINESS: Sloane advised the board that someone wants to have a felting class in the
94 Chick Room which would include a \$30 fee for supplies. After discussion it was decided that
95 Sloane will check to see if the \$30 fee is strictly for materials and none of it for profit.

96
97 ADJOURNMENT: Motion by Peter Stevens to adjourn, seconded by Christina McAllister. The
98 motion passed unanimously and the meeting adjourned at 4:36 PM.

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100 Next Meeting: December 18, 2024, @ 3:30 PM

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102 Town of Madison
103 Board of Library Trustees Draft Minutes
104 November 20, 2024

105
106 Respectfully submitted,

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108
109 Patricia Ambrose
110 Recording Secretary

DRAFT