Trustees present: Shirley Yorks, Martha Hulsman, Karen Boyd, Nancy Spears, Kathleen Haskell, Tom Kaempfer, Lucille Keegan. Absent: Nancy Dowey, Rosemary D’Arcy
Library Director: Brittany Overton

Karen Boyd called the meeting to order at 5:30.

Martha moved to approve the minutes of March 28 as amended. Nancy Spears seconded and the motion was approved.

Kathleen and Brittany presented the finance report. Nancy S. moved to accept the report. Martha seconded and the motion was approved.

Brittany went over the director’s report.
- Martha moved to authorize Brittany to have CCI and Quality Insulation complete work as proposed for a total of $900. The $900 to be paid out of the Carr fund. Tom seconded and the motion was passed.
- Brittany would like to establish a process for approving invoices. This was a recommendation from this year’s audit. Karen Boyd will be the main contact to sign off. Kathleen is going to write a policy.
- Martha moved to allow Azra to have the library open during non-regular hours from 3-6:30 on May 18 for the Middle School Escape Room program. Karen seconded and the motion was approved.
- Nancy S. moved to approve a delayed opening of the library on Tuesday, June 25 at 3 PM to allow the staff to attend the Town’s annual employee training. Martha seconded and the motion was approved.
- Brittany will pursue having David Hallenbeck speak at the strategic planning kick-off event.
- Brittany has received a petition for the Estate Administration of Thomas Crouse. She will talk to Ned Gordon about this matter.

Old Business
- Human Resources Committee report: Brittany presented the Professional Development and Community Outreach Policy that the committee has written. Shirley moved to approve the policy as written and Karen seconded. The motion was approved.
- Strategic planning: We worked on creating a vision statement. Tom moved to accept the following “Enriching lives through community engagement”. Martha seconded and the motion was approved. We discussed possible wording for goals but did not come to a consensus. Brittany will work putting our ideas together.
- The building committee met. Josh Furbish will start the work on the outside stairs off the children’s room. He would like to have a down payment of $500 to purchase materials. Brittany was authorized to contact him and pay him the $500.
- Brittany will apply for a “moose plate grant “to repair the clock face.

Martha moved to adjourn at 6:50 and Tom seconded. The motion was approved.