

MINOT SLEEPER LIBRARY  
TRUSTEES MEETING  
OCTOBER 24, 2019

Trustees present: Nancy Dowey, Shirley Yorks, Martha Hulsman, Rosemary D'Arcy, Karen Boyd, Tom Kaempfer, Lucille Keegan

Library Director: Brittany Overton

Nancy Dowey, chair, called the meeting to order at 5:30.

**Rosemary moved to accept the minutes of September 25 as written. Karen seconded and the motion was unanimously approved.**

**Rosemary moved to accept the treasurers report and Karen seconded. The motion was unanimously approved.**

**DIRECTOR'S REPORT:**

Brittany had previously provided her report to all the trustees. There were a few items that were discussed.

- A large limb fell from the tree behind the Cumberland Farm Store and landed in the garden breaking one of the arbors. The stores insurance will pay for a new one.
- There has been an issue with water quality but the water department is dealing with it and keeping Brittany informed. The trustees suggested that perhaps a water filter be installed in the kitchen and on the water fountain.
- The trustees support Brittany's suggestion to have the Town Reports for the years 1998-current bound as all the previous ones are. Brittany will follow through with this.
- Brittany has suggested that the trustees sign an agreement with Kanopy to offer a streaming service to our patrons.
- Approximately 10 carpet squares need to be replaced. We have the squares but will need a company to remove the old ones and place the news one. Brittany has contacted Home Beautiful to get a quote.

**2020 BUDGET:**

The professional development line was increased from \$800 to \$1200.

**Rosemary moved to accept the budget as amended. Martha seconded and the motion was approved.**

The library budget will be presented at the Town Budget Committee meeting on Nov. 18 at 6 PM.

**NEW BUSINESS:**

**Strategic Planning Groups**

- The Physical Space Working Group had a list of items that the trustees agreed to fund with surplus from the 2019 budget. The items are: a DVD revolving rack, a new chair rack to take up less space, two new public computers, and to hire a consultant to get ideas about how the library can best use its space.
- **Rosemary moved to expend surplus money for these items: binding annual reports, Kanopy contract, DVD revolving rack, 2 public computers, chair rack and to hire a library space consultant. Martha seconded and the motion was unanimously approved.**
- The accessibility group has met once. Lucille met with Gail Shaw, director of the Plymouth and Bristol Senior Centers. She was very much in agreement that the library and seniors should be working together. She will add a stop at the library for the senior bus on Mondays and Wednesdays. We talked about shut-ins and how we could make books available. There are

about 30 people in this region that receive meals on wheels. We could include a notification that books could be delivered by request. She said there is a group of ladies at the Plymouth center that love to make quilted bags and she thought they would make us some. We could potentially get names of shut ins from NANA. We talked about having a program at the senior lunch occasionally. These people do not typically come to evening programs at the library. Maybe a book club before the senior lunch could be organized by the seniors.

- Martha visited the Hill Library and had a good informative discussion with the librarian.

The communication group discussed ways to get the word out about the library' One suggestion is to have a "did you know " section in the monthly newsletter.

Karen moved to adjourn at 7:30 and Martha seconded. The motion was approved.

The next regular meeting will be Thursday, November 21 at 5:30.

We agreed not to meet in December.