

Carpenter Carse Library Meeting Minutes – DRAFT

Wednesday September 28 via Zoom

Attendees: Katherine Kjelleren, Paul Lamberson, Jim Jarvis, Emily Alger, Marianna Holzer, Catherine Moller, Beth Royer, Susan McClure

Call to order 7:07pm

Secretary's Report:

Heather unable to join. August minutes were previously emailed for review & approval.

Susan moved to approve the Secretary's report. Marianna 2nd. Approved.

Treasurer's Report:

Account balances are posted. We are coming to the end of Q1 for our fiscal year and expecting a check for \$60,000 from the town in October.

Depreciation hasn't been reconciled in P&L yet. Will be soon.

Susan moved to approve the Treasurer's report. Jim 2nd. Approved.

Directors Report:

Lot of programming occurring especially in the afternoons with Lego Club, Crafting etc. Especially with younger patrons.

Pie Social was a success. There was a lot of pie!

Friends of the library donated \$3200. This will show in the donation line of the P&L.

Beth found expenses to use for the grant and submitted the necessary changes. The book drop is still backordered (approximately 2 months) and there is a plan to dedicate it to a former patron. Plan is to order it in near future and complete dedication later in Spring. (Estimated cost is \$6,000).

Katherine shared feedback that Tuesday night book club with Rachel was a great experience. Trivia night might be coming in October (potentially Halloween themed).

Beth needs to find a new plow guy for the library. Paul is reaching out to Chad.

Beth shared insurance is now covering the window repairs in full after discussion with landscaper.

Jim moved to approve the Director's report. Marianna 2nd. Approved.

Facilities Committee/Old Business:

No updates.

Personnel Committee:

No updates.

Fundraising Committee:

Did not meet. There have been discussions about the last round of grants from Federal funding.

Finance Committee:

No updates.

New Business:

Jim raised concern about the projected building projects for Hinesburg. Roughly 500 households are coming in. How do we want to approach this? Hours, budget etc.

Paul suggested we look at the org chart and budget planning for FY24 considering the upcoming growth. There are short-term and long-term needs in front of us.

Paul has a list of possible resources to assist with a strategic planning process.

Beth is planning to attend a session about strategic planning for libraries by the State.

Discussion about how the pros and cons of using an outside consultant to lead the Strategic Planning sessions ensued.

Emily, Susan and Beth have a meeting scheduled for next week to talk about the vision for the org structure within the library. And this might jumpstart the Budget Process. We try to approve the budget at a board by the end of December so it can be presented to the Selectboard in early Jan. The town treats their role as just a messenger to the taxpayers. Typically, the Selectboard doesn't overly scrutinize our budget.

Beth shared that she was planning to attend a Library conference in NH at the end of October. No approval needed by the board – this falls under professional development. Does not conflict with the October meeting.

Jim moved to adjourn. Emily 2nd. Approved. The next meeting is Wednesday, October 26th at 7:00pm. Adjourned at 7:36pm.

Recorded by Catherine Moller