

Rochester Public Library

Board of Trustees – Meeting Minutes – December 12, 2023

In attendance: Doreen Jones (Chair), Kelly Kelly (Secretary), Barbara Shenton (Treasurer), Tony Goupee, Sandy Lincoln, Maya Newroot (Director)

Meeting called to order at 5:36 pm

1. Public Communications and Comments – None
2. Board Communications and Comments – Sandy mentioned that she has heard about the VT Dept. of Libraries doing profiles on libraries around the state and thought it might be good exposure for us. She will check into this.
3. Approval of November 7, 2023 & November 30, 2023 Meeting Minutes – unanimously approved.
4. Review of Action Items – Most completed. Those that weren't, will be on the list for next month.
5. Treasurer's Report – A motion was made to donate \$25 to the Preservation Trust of Vermont. Unanimously approved. Treasurer's report-unanimously approved.
6. Librarian's Report – Maya updated us on the Annual Appeal mailing-almost completed and donations are starting to arrive. She also told us that the children's books from the CLiF grant (around 100 books!) are here and she is in the process of incorporating them into the Children's Room. Librarian's report unanimously approved.
7. New Business – The narrative for the Town Report has been completed and Maya will submit it.
8. Old Business –
 - a. Current Covid Status update—Status quo—there is Covid in the valley, so we are encouraging mask use inside the library.
 - b. Grant Submission- still no info yet as to how/when to apply

c. Policy review-nothing to review this month. Maya will send any policies that need updating to the Trustees ahead of the January meeting so that we may review and discuss then.

9. Action Items -
1. Deposit check from Schwab to the Friends account - Barbara
 2. Contact VT Dept of Libraries re: profile - Sandy
 3. Long Range Planning/Friends/Bookmark - Maya & Sandy
 4. Meet with Larry re: replacing interior door lock - Maya

10. Adjournment – Adjourned at 6:11 pm

Next regular meeting Tuesday January 9, 2024 at 5:30pm upstairs in the library.

Respectfully submitted,

Kelly Kelly