

# Rochester Public Library

April 9, 2024

## Board of Trustees Meeting Minutes

In attendance – Sandy Lincoln, Doreen Jones, Barbara Shenton, Tony Goupee, Lauren Scogin, Maya Newroot

1. Meeting in Session – 5:36 pm
2. Board Positions Revised -

Chair	Doreen Jones
Treasurer	Barbara Shenton
Secretary	Sandy Lincoln
Representative to the Selectboard – Tony Goupee	
3. Public Communications – Positive patron response for free eclipse glasses!
4. Board Communications – Reminder - Vt League of Cities and Towns – April 27<sup>th</sup>, 10 – 11:30 am Zoom link – Open meeting law – a recording of which can be available through the town hall.
5. March Minutes – Unanimously approved
6. Action Items – Carry to next agenda –
  - a. Improved Website Security – ACTION - Maya
  - b. Outdoor Ramp repair – ACTION - Maya
  - c. Building/Flashing - Cody – We received a quote for \$1200 and would to get on his schedule – ACTION – Maya
7. Treasurer’s Report –

ACTION – Maya - Follow up with Town Clerk – RE: VMER line item

ACTION – Maya – Follow up with School – RE: Summer Book Loan

Motion to Approve – Seconded and unanimously approved

ACTION - Maya – Timer on the outdoor sign – Marc Blaine
8. Librarian’s Report-

Mark Alexander is moving but is still willing to assist with our Koha server. For other electronic and computer maintenance tasks we need to recruit someone new.

ACTION – Sandy will follow through with Fred Wilkes and Spencer Homick.

Also, looking for help with general chores – like putting in window screens, fixing little things.

Motion to approve – Seconded and unanimously approved.

9. New Items – “Hey Neighbor” event – Sunday, April 21<sup>st</sup>, 11 – 2, with more time on each end for set up and break down.

ACTION – Maya will review book mark and pass on to Barb for Norm to review and have available as a hand-out

ACTION - Barb is willing to cover the table for part of the day, and will reach out to Kelly Kelly for help.

10. Policy Revisions – Maya worked up suggested revisions of several policy statements:

Confidentiality Policy - Adopted as presented

Overdue Materials - Adopted as presented

Bulletin Board - Adopted as presented

Wireless Access & Internet use – Adopted as presented

11. New ACTION ITEM summary list –

Web site security follow up – Maya

Outdoor Ramp repair follow up – Maya

Hey Neighbor event - Bookmark – Maya; Table coverage – Barb

Flashing repair – reach out to Cody – Maya

VMER line item clarification – Maya

Summer school library books – Maya

Outdoor sign – Timer – follow up – Maya

Replacing Mark – Sandy

12. Adjourned 6:40 pm

13. Next meeting 5/14/24, 5:30 pm