

Brownell Library Trustee

Meeting Minutes

May 16, 2017

In attendance: Christine Packard, Ann Wadsworth, Sheila Porter, Linda Costello, Dottie Bergendahl, Wendy Hysko, Sydney Turer, Kayley Haggerty, Penny Egan, Nina Curtiss, Alison Pierce

Also in attendance: Linda Hasan, Brownell Foundation President

7:01 PM Meeting called to order. Linda Hasan, Brownell Foundation President, was introduced. Minutes we accepted as corrected, Dottie motioned, Sheila seconded.

Nina gave the financial report (CD \$2709.17, Fund \$1824), which was acknowledged.

Sydney announced that EHS is performing the play "Frozen".

Wendy discussed the enthusiastic response to the Wild Animal show in April.

Reports

Budget: The budget was discussed and Wendy explained that recent roof repairs would not affect the budget, although there will be expenses due to the need to bring the library into compliance with various fire codes. These needs were discovered during a recent fire inspection. Various other line items in the budget were discussed and explained, and the budget was acknowledged.

Staff & Director: The recent YA disciplinary action regarding a patron with a knife was discussed, along with policy regarding threatening behavior.

Wendy mentioned the idea of changing the YA room to be more visible to staff and user friendly (safe/comfortable) to all patrons and was encouraged to explore the possibilities.

Circulation was discussed, and the staff is not concerned about the drops in circulation because they are all explainable.

Dottie thanked Alison for the 1st Wednesday charts and requested color copies for sponsors.

Foundation: Visitor and Foundation President Linda Hasan spoke about the book sale room, Thrift Books, and Better World Books. The Foundation plans to pick up Thrift Books again after the Memorial Day book sale and the annual purge.

People to help scan are needed and Wendy mentioned that a laptop and scanner can be made available for that purpose, making the process easier on both the book sale helper and Tech Services.

Linda H. also spoke about 1st Wednesdays – lining up sponsors, etc. Dottie is looking for ideas for new sponsors to approach.

Old Business

Penny Pillsbury fund tabled, as Andy wasn't here to report.

The long time volunteer to be honored first will be Brenda Williamson, not Judge Cashman, as Judge Cashman is still a volunteer.

The Frederick Douglass reading event will take place at the Essex Free Library on July 5 at 6:30 pm.

Book Sale: Dottie estimates around \$300 made so far. For the sale on Memorial Day Trustees were asked to show up at 8:30 to help set up and get things ready.

Prices are: \$1 for hardcover, \$0.50 for paperbacks and media, and \$0.25 for kids books.

The Trustees are being given the proceeds from book room sales until June 3, 2017.

New Business

The summer reading program t-shirts were displayed for ordering.

Meeting was adjourned at 8:10, Sheila motioned, Linda C. seconded, trustees agreed.

Respectfully submitted by: Penny Egan