

Taft Public Library Board of Trustees Minutes 4/13/2023

Members Present: Wayne Phipps, Ellen Agro, Alison Chu, Leesa Michael & Gabrielle Porciello

Staff Present: Andrew Jenrich, Tara Windsor

Selectboard Member: Alejna Brugos

Friends of Taft Library member: Leigh Martin

1. Meeting called to order at 6:04 by Wayne Phipps
2. Motion to accept the March minutes by Wayne Phipps, 2nd by Alison Chu. Passed unanimously.
3. Leigh provided a Friend's update.
 - a. They are hosting several art classes, working on the book sale.
 - b. The Woosox tickets sold out very quickly
4. Andrew provided the Director's Report
 - a. Staff meeting April 24th. They are planning to discuss cleaning the rectory and some additional software programs.
 - b. Facilities –
 - i. Steve has been a great resource for fixing misc. things that break.
 - ii. Last pest inspection was done and there are no signs of mice.
 - iii. Andrew is still monitoring the electric bill, it has started to go down a little.
 - iv. Picnic tables need a bit of repair and looking at possibly getting a couple of new ones. Planning to ask the friends for some renovation money for the purchase.
 - c. Budget review
 - i. They are watching the money closely as they are getting close on several line items.
 - d. Review the attendance for Monday in March and upcoming programming for April. (27 programs for April)
 - i. New book club with the 4th grade at Clough. Tara goes to the school.
 - e. Website – Bluehost rebrand of the website was much more expensive than originally expected. Andrew is going to explore additional options.
 - f. Library staff is still weeding old books.
5. On-call workers – discussion of having senior worker come to cover the missing shifts.
6. Discussion of new Policy on Emergency Closings. Motion to approve by Gabrielle, seconded by Leesa, unanimously approved
7. Review Policy for the Selection of Materials and Maintenance of Collection.
8. Review the Children's Librarian Job description.
9. Discussed additional policies.
10. Discussion about patron conduct on library computers. (Internet Use Policy)
 - a. Discussion about adding a firewall to the computer to limit access.
11. Re-organize
 - a. Leesa Michael unanimously voted as Chairperson
 - b. Gabrielle Porcello unanimously voted in for Vice-chairperson
 - c. Alison Chu unanimously voted as Secretary.

12. Next meeting May 11th at 6pm.
13. Discussion of June meeting for June 21st at 6pm.
14. Motion to adjourn by Wayne, seconded by Ellen. Adjourn at 7:18