

Taft Public Library Board of Trustees  
Minutes of the March 21st, 2024 meeting

Attendees: Leesa Michael, Gabrielle Porciello, Sean Nicholson, James Thatch (remotely), Howard Phipps, Alejna Brugos, and Alison Chu

Staff : Andrew Jenrich

Friends of the Library: Leigh Martin

1. The meeting was called to order at 5:01PM.
2. February 2024 minutes were unanimously approved.
3. Friends
  - The seed library is up and running
  - A summer reading logo contest is being planned
  - Book sale is looming – donations are being accepted
4. Director's Report
  - Staff will be meeting on April 16<sup>th</sup> at Barnes and Noble. There will be a staff meeting then staff will spend time shopping for new library materials.
  - Aspen patron's catalog is live. It was a seamless rollout with no major technical issues.
5. Budget
  - 7 months into the budget cycle, 59.1% of the budget has been spent.
  - Andrew is scheduled to present the 2024-2025 budget to the Selectboard. Staffing is the biggest increase in the budget, with an increase of 9 hours in staff and 11 hours in Children's Librarian position.
6. Projects
  - Weeding of adult fiction is almost complete.
  - Still waiting to hear back from Katie Cunningham at BVT about library homepage.
  - Steve Handley is doing repair work and spot painting on interior library walls. He is only asking for reimbursement for supplies.
  - Jane Blackwood reached out to the BVT Leos about refurbishing the library sign. Hoping to have them take on this project this spring.
  - Fish Window Cleaning gave the lowest quote for window washing, so they will be cleaning perimeter windows and skylight this spring.
  - Duest Landscaping will be weeding, mulching, and edging spring cleaning on April 19<sup>th</sup>. Total cost is \$313.64 including mulch.
  - Andrew reached out to Representative Brian Murray regarding the \$25,000 earmark requested to conduct a feasibility study for the rectory. As revenue is down for the year, earmarks may not be filled.
7. Carriage House
  - Samples were taken and indicate asbestos. Abatement will cost \$9,300, and once completed the highway department will take down the building. At the same time, the asphalt area can be addressed.

8. Rectory

- Copeland Roofing completed the repair on the roof and chimney. Payment of this expense will come from the Town Maintenance budget.
- The next working group meeting will be April 4<sup>th</sup>.

9. Strategic Plan Goals

- Internet Use Policy was unanimously approved
- Children's Librarian job description was discussed. Trustees decided it should cover ages pre-K through high school graduation. Policy will be shown to current Children's Librarian Tara to see what duties she performs that are not on the list.

Next meeting is scheduled for April 18<sup>th</sup>, 2024.

Adjourned at 5:58PM.