

**Ashland Town Library
Minutes of Library Trustees Meeting
September 29, 2022**

Trustees Present: Alice Staples, David Ruell, Mardean Badger
Others Present: Sara Weinberg, Director

[Non-meeting with attorney, 5:30 to 6:15 PM]

The meeting was called to order at 6:15 PM by Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of September 15, 2022. The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- Sara and Terry attended the recent Open House at Ashland Elementary School, along with several other community groups. They shared library services and resources with parents and issued 18 new library cards.
- Networking and printing issues have all been resolved. The public side of the network is now operating.
- Sara and Terry attended a webinar on October 19 about starting a 'library of things.'
- Sara has been attempting to find someone to repair the back ramp before winter; the search has been unsuccessful.
- Sara reported on an interview with a candidate for a library position and recommended that the person be hired.
 - **A motion was made (Ruell) and seconded (Badger) to hire Rebecca Stott as a part-time Circulation Assistant at \$12/hour, with a performance review after one month. The motion was approved unanimously, 3-0.**
- The Library has not yet heard any details about the annual Halloween Parade, but they are planning some Halloween activities for children.

TREASURER'S REPORT

- The Treasurer has received from the Town Trustees the reimbursement check (\$356.65) for the recent boiler repairs.

OLD BUSINESS

- **Friends of the Library**
 - Sara has made a few more changes to the draft MOU between the Library and the Friends group. It is now ready for David to share it with the members of the Friends for their input.
 - The recent book sale was successful, with proceeds of about \$801.
 - The October meeting of the Friends will include the nominating committee, prior to the annual meeting in November.

- **Technology Plan**
 - The technology inventory is almost complete and will be reviewed soon by the Trustees. Update of the technology plan will then be discussed.

NEW BUSINESS

- **Library Trustees Bylaws**
 - Alice is working on a draft of the Trustees Bylaws to be discussed at our October 20 meeting.
- **Wesley Conover**
 - We discussed recent correspondence from Wesley Conover relative to contribution of Ashland artwork and renovation funds. David will keep Mr. Conover informed about our progress on the library move to the Historic School building.

NEXT MEETING

- **October 20, 2022 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.**

The meeting was adjourned at 7:03 PM.

Minutes submitted by Mardean Badger