

Committee name: Gleason Public Library Trustees

Meeting date: May 13, 2021

Zoom meeting only due to COVID-19

### Meeting Minutes

Present: Karen Gettings, Dale Joachim, Martha Feeney-Patten, Maxine Crowther (FoGPL), Christine Stevens

#### *Open Session*

1. Meeting called to order at 7:01pm.
2. Minutes approved.
3. Director's report
  - a. Budget on track for the year.
  - b. Estimating 30k under budget by the end of the year.
  - c. FY22 budget at 667k.
  - d. Current chiller to be used with added refrigerant once the weather heats up.
  - e. Air circulation vent now in Study room.
  - f. Outdoor lighting upgrades needed.
  - g. Two new part-time circulation librarians hired.
  - h. Visits by appointment in April around 250.
  - i. Library furniture to be put back in place.
  - j. Today is the 125<sup>th</sup> anniversary (library dedicated on this day 125 years ago)
4. Document review: roles of Trustees, Friends and Endowment
  - a. Document reviewed.
  - b. Document to be recirculated after edits and eventually posted
5. Fund Raiser update
  - a. No updates.
  - b. Action items in progress.
6. Maternity leave policy review

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- a. No new updates.
7. Library reopening
- a. Back to full hours starting June 1<sup>st</sup>
  - b. Restrictions on visiting hours to be gradually lifted after end of school year.
8. New items
- a. 125<sup>th</sup> anniversary banner planned for the swap meet on May 15<sup>th</sup>.
9. Next meeting date: June 10<sup>th</sup>, 2021 at 7pm.
10. Meeting adjourned at 7:41pm.

Minutes prepared by Dale Joachim and approved on June 10<sup>th</sup> 2021.