

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, December 4, 2023 5:30 P.M.
Robert W. Barlow Memorial Library Community Room

Board of Trustees president, Jerry Lehtola, called the meeting to order at 5:30 pm. Other board members present were: Brad Cutler, Sarah Gilbert, Dawn Parker, Mike Rottink, and Madeleine Weeks. Also present was Erin Finnegan-Andrews, library director.

The agenda for the meeting was presented and approved. (Parker/Gilbert)

The minutes of the last meeting were approved as printed. (Cutler/Parker)

The bills from November were presented for the Board's review. The old copier was sold and many memorial gifts were received last month. Trane completed the fall HVAC maintenance and will do it again in the spring. Approval was given for payment of the bills. (Gilbert/Parker)

The Monthly Report and the Director's Report to the Board were presented.

*Circulation was lower in November, similar to previous years. Fewer book tubs were out to the schools but Rachel did lots of extra programming. The door count was still above year-ago levels.

*The Gift Account balance is \$119,268.45.

*Reliable One should be back tomorrow with replacement boiler parts.

*About 25 people attended today's Ellsworth Without Borders presentation.

*Erin is looking at grant application opportunities due in the next few months.

*Staff is brainstorming ideas for WinterFest activities; there will not be a traditional set weekend of events in 2024.

The Friends of the Library reimbursed expenses and is providing Chamber Bucks for the library staff this holiday season.

There was no input from the public at the meeting.

Items for Discussion:

*The board reviewed the FY 24/25 budget. Approval was given for the budget as presented. (Parker/Cutler)

Parker moved to adjourn. Gilbert provided the second. The meeting adjourned at 5:54 pm.

The next meeting will be at the library on Wednesday, January 3, 2023 at 5:30 pm.

Submitted by Sarah Gilbert