

Thornton Public Library
Board of Trustees
Draft Minutes
Wednesday August 16, 2023

Members present: Chairperson Diane Gravel, School Liaison Anita Ross, Marty Humphrey Treasurer, Jackie Belanger, Alternate, Library Director Vivica Duffield.

The meeting was called to order at 1:02. A motion to approve the amended minutes was made by Marty Humphrey and seconded by Anita Ross. The minutes were approved.

Reports: Financial report. Motion to approve the financial report by Anita Ross and seconded by Marty Humphrey. Motion passed.

Library Director report:

1. Waiting for a quote on RR ties. Motion to approve power wash for \$500 by Marty Humphrey and seconded by Anita Ross. Motion passed.

2. Book Fair. Dates are Oct. 2-6 and there may be another in the Spring. We may need help for coverage at the Book Fair and will look at the role of volunteers and policy for security checks.

3. Garden and front walk. Marty will check on plants for the front sign area. No quote from Silvia yet for materials. He said he would assist in overseeing the work.

4. Vivica attended the NHSLMA conference and found it helpful to learn of ways to improve student access to the library. Communication with teachers is an important issue to pursue. A scanner is planned for and we need to find ways to fund it. Also, we need to research a software system that will update student records.

5. Therapy dog. Discussion of a community member who has a therapy dog and would like to work with the library.

6. We will need to continue to develop policy for the 3-D printer.

7. United Way program on Sept. 22 will require proof of insurance for volunteers.

Library/School Liaison: Discussion of library hours and dedicated hours for students. Discussion of consistency of public access hours. Vivica and MaryBeth will draw up a schedule/hours.

Email addresses at iPage: The account is overloaded. There is a new address for junk mail. Diane will set up a new account on gmail. Marty will delete items on iPage.

Old Business: BOS meeting on August 23, 2023. Diane will forward the agreement to the SAU and the town office. A draft of the Maintenance list was discussed.

New Business: Library Director will send out goals for the coming year.

Next meeting: September 13 @ 3:30

Anita Ross moved to adjourn and Marty Humphrey seconded. The motion passed and the meeting was adjourned at 3:27.

Respectfully submitted,
Jackie Belanger

Approved September 13, 2023