

Thornton Public Library
Board of Trustees
Minutes - November 11, 2024

- A. The meeting was called to order at 2:09pm. Members in attendance: Diane Gravel, Marty Humphrey, Anita Ross, and Vivica Duffield, Library Director.
Guests: Kevin McKenna and Lori Harris
- B. Agenda for the meeting was accepted.
- C. Kevin McKenna and Lori Harris provided a recap of the Friends of Library activities
 - a. General mission is to move the Library's mission forward and be advocates for the Library
 - b. They have held a book sale and participated in National Night Out and Trunk or Treat
 - c. They want to stay informed of the Trustees' priorities in order to explore grants
 - i. A "formal planning meeting" with the Friends and Trustees is desired so a "wish list" can be created
 - d. The Friends plan on introducing their mission to both the Selectmen and the School Board
- D. Minutes for Oct 9 and Oct 28 were approved
- E. Financial Report - reports were reviewed and accepted
 - a. Discussion was held on the communications that ensued because of the bonus check request
 - b. 2025 budget is based on 30 hours/week for part time staff - this is deemed appropriate
 - c. 2025 budget bottom line increase in the 2% range
 - d. Funds exist to purchase a new sofa for the adult room and shelving for the bathroom
- F. Director's Report
 - a. Community programs being planned for December will be holiday crafts possible held in the afternoon/evening as well as one on Saturday morning
 - b. Cleaning company has worked out well.
 - c. Scholastic Book Fair netted \$800 in Scholarship Dollars. It is cumbersome work and there were few volunteers this year. We will not hold a second fair in the Spring.
 - d. It was discovered that many books in our collection do not have a "Thornton Public Library" stamp in them. We may want to get a new stamp with our logo on it.

- e. Vivica is working on strengthening her relationship with the school, especially the 5th and 6th grade teachers. She is trying to stay attuned to their curriculum so that she can obtain materials to enhance their studies.
- f. Storytime: Sandia is willing to coordinate this activity on both Wednesday and Saturday mornings.

G. School Liaison

- a. Construction is complete, although a large truck was in our parking lot today.
- b. Jon Bownes is retiring in June and a new principal will be named.

H. Old Business

- a. A letter needs to be sent to the School Board about the collapsed culvert due to removal of the final construction trailer.
- b. The Lenovo computer is still at the repair facility. We're waiting for a quote on the repair.
- c. Credit card - it does not appear we can obtain a credit card without the Town participation, e.g. EIN number. This topic will be scheduled at a future BoS meeting.
- d. Trustee opening: Diane will not be running for Trustee. We need to create a message recruiting both Trustee candidates and alternates. A new Chair will be needed and may require Anita to take on the Secretary position.

Next meeting will be December 4 at 3:30.

Meeting was adjourned at 4:10 pm.

Respectfully submitted,

Marty Humphrey

APPROVED: December 13, 2024