

**R.K. Kittay Library
Trustee Meeting Minutes
February 21, 2022**

Members Present: Judy Zinn, Arlene Horn, Erica Shott, Jean Nardi, Carey Braidt, Sarah Porter and Interim Director Stephen Niles

Not Present:

Call to order at 7:00 by Judy Zinn

Approve January Minutes – Motioned to approve by Jean, Arlene 2nd. No discussion. Motion carried.

Financial Report: Purchases: Stamps and PO Box, shovel and key pad. Received last quarter of 2021 report, which is reported here.

Approve Financial Report – Motion to approve by Carey, Arlene 2nd. No discussion. Motion carried.

Directors Report: Valentine’s craft in coordination with the sledding at the Sheldon’s Store. Weeding the moldy parts of the collection. Will replace anything that has been popular. Added more Pilcrow Grant books. Ordered ARPA: scanners, laptops, printer and air purifier. Next month: schedule more programs for kids, preparing for switch from Resource Mate to Library World. We will need to decide the go live date. Will seek out volunteers for stickering and cataloging. See Stephen’s report for details and statistics.

Old Business:

Interview update and recommendation

Executive session: Jean motions and Sarah seconds to go into Executive Session.

Out of executive session: Taking action to offer director position to Stephen, who accepts.

Policies – review and possibly approve -Jean suggests that the headings be consistent. (Few minor changes that Stephen will make to the policies and we’ll vote to approve next month.)

Children’s (add definition of in loco parentis)

Donation (website donations, email thank you, thank you acts as a tax receipt)

Patron Behavior (match up the title of the policy within the document)

Collection (already approved)

Library name – we should choose shorter name to publicize and official name for paperwork/bank account and as headings on policies etc.

New Business:

Request – use of Library – Kate Canning would like to use the Library for a private yoga group. Approval given, Stephen will write up an agreement/policy for library use to approve next meeting.

Other – Call from Tom Wilson... discussing the locks on the door since it’s a town building. The electric bill is larger because Gene plugged in a little refrigerator that doesn’t work! He wants to know why he sees Rachel’s truck outside at all hours. She volunteers on Wednesdays. Jean mentions the town has boxes of Out of the Salt Box, do we want them? We can sell them!

Stephen wants to ask Historical Society if we can use a little space in the lobby about for a free book space?

Sarah will discuss with her Mom.

Golf Tournament – spread the word if you know anyone who might want to play golf.

Book drop – do we want to repair or replace?

Adjourn 8:00pm. Motioned by Arlene, Sarah 2nd. Motion carried.

The next meeting will be on March 21st.

Submitted by Erica Shott