

**R.K. Kittay Library
Trustee Meeting Minutes
September 18, 2023**

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

Members Absent: Anniken Davenport, Jean Nardi

Call to order at 7:04 by Judy Zinn

Approve Minutes – Motion to accept August minutes; Arlene. Second by Erica. No discussion. Motion carried.

Financial Report: Nothing unusual to report.

Approve Financial Report - Motion to accept treasurer report; Arlene. Second by Carey. No discussion. Motion carried.

Directors Report: Cataloging is complete. Now we are labeling; spine and genre labels. Letters are sent to volunteers about training on the new system. Upcoming events: mum sale, scary stories, craft circle. The appeal is in the works.

Old Business:

Mum Sale – Carey will meet the for delivery, Stephen has the cash box. 15 plants preorder, free books available. Select Board Letter-emphasize building improvements benefit historical society as well as library

Executive Session:

Motion to go into Executive Session – Erica, Second by Arlene.

New Business:

Developing volunteer contract and outline expectations, professional behavior.

25th Anniversary in Summer of 2024, birthday party style

Committee for new logo and branding created include Sarah, Carey and Stephen

Discussion – relationships with school, students, library cards, statistics for Cliff Grant

Annual Campaign – letter approved. Sarah, Second by Erica.

Town Appropriation discussion: Currently \$1500, discussions over \$2000 or \$2500 for future ask.

Consortium discussion to access more collection.

Thank you notes:

Adjourn 8:15pm by Judy Zinn.

Next meeting October 16, 2023

Submitted by Carey Braidt