

Chamberlin Free Public Library

Board of Trustees Meeting

September 9, 2024, at 6:30

Present: Charles Brault, Lauren Pashayan, Judith Wilkins, Jen Kone, Natalie Klebes, Deb Spratt and Diane Steele.

August minutes reviewed- spelling error to be amended in final copy. Meeting minutes motioned to accept made by Judith Wilkins and seconded by Natalie Klebes.

The Treasurer's report was reviewed- may have shortfall in tele-communications due to increase in phone rates. Motioned to accept made by Natalie Klebes and seconded by Deb Spratt.

Circulation statistic reviewed, asked if there were any plans in place to drive more traffic for summer reading. Discussed that there may be potential to tap in to marketing to reach out to home school or potentially offer a virtual summer reading option for those with the challenge of being able to attend in person. Would like for the director to reach out to other directors to see what contributes to their summer program success. Board additionally suggested conducting a community survey library patron.

Personnel-New part time hire continues to work on project of relabeling books that are in need.

Systems- nothing to report.

Old business- Theme of the month is banned books.

New business- Preliminary budget is due by October 1st. Board requested average hours worked by each employee year to date to better understand potential salary increases. In review of shared information board requests that we extend library hours by 2 hours to allow for workload that has been completed prior to operating hours. Additionally, board has recommended that succession planning be considered for staff training and development.

Preliminary budget to be submitted- motion for approval made by Natalie Klebes and seconded by Judith Wilkins.

Two additional hours to start October 1st- motioned for approval made by Lauren Pashayan and seconded by Deb Spratt.

Motion to adjourn made by Lauren Pashayan and seconded by Judith Wilkins.

The next Trustees meeting will be on October 15th, at 6:30 pm.

Respectfully submitted,

Natalie Klebes