Jaquith Public Library

Trustees Meeting Agenda

Aug, 2022

Review/Approve Agenda Approved 1min

Approve Minutes Approved Sonia, annie and Kara 1min Review/Sign Invoices approved by Kara, Annie, Sonia and Cathy 1min

Librarian’s Report Susan would like to switch to masks optional instead of encouraged. Trustees would like to empower the librarians to choose optional vs encouraged. Not up to pre-pandemic numbers but are going up. Storytime is really popular!

Summer Concerts update Susan gave numbers

Other summer programming movies coming up starting Aug 18th Need someone to support Anne on the 18th. Susan will ask a volunteer to see if any others can step in.

Fall Festival planning The Friends will have a joint meeting with us to help plan. Sunday, Sept 25th 11-3. We will make a check list of things that need to be done and bring it to the Friends meeting and will have sign ups. Sonia will pick apples. Susan has found 2 bands.

Budget Review Went a little over on a few items- COVID expenses but we can be reimbursed. Mostly staying within the budget.

Future event/programing planning staffing ideas The way that it is now, it is not sustainable. Trustees and Friends do not have enough time to support all of the events that happen (often weekly commitments) and we do not have enough volunteers or time to recruit volunteers. Cathy agrees- either hiring, finding a way to more actively engage the town- Rec Committee, other members of the community etc to help support events. Susan says that this is a town-wide issue. Susan suggests that we look at a volunteer coordinator for the town. Kara- this person would need to support events in other ways, not just finding volunteers but being at events to step in if something needs to be done. Having Trustees step in to make, sell food, come up with last minute solutions is not sustainable. This takes away from the Trustees abilities to do our other work such as policy reviews, other community awareness and larger fundraising.

Susan will come up with a description of a position that could support all of the town committees with event management/planning and volunteers. Kara will send Susan and Sasha some ideas for a Jaquith position. We will discuss again at next meeting.

Policies The Jaquith Policies have now all been put into one document and saved on the Google Drive folder. Trustees are asked to look through the documents with special attention to the hiring policies. Trustees will review and begin to update hiring policies at the next meeting.