

Lowell Community Library
Library Trustee Meeting
August 29, 2023

Trustees/Librarian Present: Carol, Faye, Jenn, Brandie (via phone), Nancy
Absent: Katherine

1. Call to order: 5:40 PM
2. Any additions/deletions/changes to today's agenda? No
3. Review of Minutes from previous meeting: Approved
4. Treasurer's Report: We need to transfer about \$2000 from carry-over funds into our working budget. This should enable us to meet salary and monthly expenses until March '24/Town Meeting.
Faye plans to get together with Becky Dizazzo to get updated expenses and confirm our monthly obligations.
5. Librarian's Report: The Eclipse glasses are in!
Nancy plans on having 3 sections for our table at the Folk Fest, 9/16/23. 1)poster for eclipse activities, 2)craft activity (corner bookmarks) for kids to create, 3)info for adults - books for sale, bookmarks w/ hours, suggestion box, upcoming events. The library has 60+ collections by authors and many new titles. *Who can help staff it?
We don't need a flyer for the Festival but will produce one when we have enough activities to fill it!
6. Committee Reports: NA
7. Old Business: Survey: will be available in the library, Nancy will encourage folks to take the time to tell us what they'd like to see.
Fundraising: Brainstormed ideas for fund-raising, raffle for a quilt (Brandie will collect info for next time) or pie raffle around Thanksgiving were discussed. Will focus on book sales for Fall Festival first.
Our policies/procedures: reviewed Unattended Child policy, Trustee Ethics Statement. Need to review and adopt Evaluation for Librarian and a policy regarding book choice/availability.
8. New Business: Nancy proposed:
 - 1) Fall reading and craft club for ages 6-10 at 9:30 - 10:30 on Saturdays Oct. 7 - Nov. 11. should we expect folks to sign up (so Nancy can prep materials, etc.)? expect "regular attendance? limit the numbers? (space/material availability)
 - 2) Reading Club for adults - every other Tuesday from 3-4 PM beginning 11/14/23. We have questions about the logistics, Nancy will find out more specifics and report to us next time.
9. Meeting Adjourned at: 7:30 PM
10. Next meeting: 9/12/23 at 5:30

Notes respectfully submitted by Jenn Higgins, thanks everyone!