

Lowell Library Trustees
Meeting Notes
March 31, 2023

Present:

Trustees: Carol Koob, Katherine Pion, Brandie Cochran, Faye Starr, Jenn Higgins
Librarian: Nancy Allen

Agenda:

Review past priorities with Faye, the only remaining Trustee!

1. There are no Library bylaws, plans, mission statement, etc. If we want this structure, we will need to create it. The Lowell Library is independent from any state-wide group or association.
2. There is a library webpage, edited by the Town Clerk and a checkbook/balance sheet administered by the Town Treasurer.
3. The total Library budget for 2023 is \$8433.00.
4. Faye is trying to work with Dennis Beloine, the Tech guru for the town, to purchase a computer for library and public use.
5. Regine Griswold was the librarian from 1982 to 2022 - 40 years! We thank her for all she has done for the community, including enlisting her family to build the shelves and move everything to the new location in the town office.

Report from Librarian, Nancy Allen:

1. Currently working on sorting/cataloguing/organizing books, has a table full of books to "sell" for \$1 donation!
2. Space is a big concern, shelves will need to be moved to make space for a computer station and larger children's space. The Trustees are all willing to help, Nancy will let us know when she is ready for some assistance!
3. There is no phone in the library space.
4. Would like to have membership cards/numbers for patrons - will ensure confidentiality of folks borrowing books, and provide a registry of who is accessing the library (for newsletters, fundraising, etc. in the future).

Continue discussion of priorities/next steps/decisions:

1. A **computer** is a priority - Faye will continue reaching out to Mr. Beloine for an appropriate system. Katherine will donate a computer desk/work station.

2. **Printer** was discussed and not decided upon at this time, concerns with whether or not to charge per page, costly ink (although some trustees have switched to "Ecotank" at home and will report on cost/quality/workability), etc.
3. Katherine and a friend will draft a painting/**mural** to brighten up the Children's area, Trustees will review next meeting.
4. Trustees agreed that **we need to have Nancy** at our meetings and will need to be paid for her time. She will begin collecting info on **how many folks** are accessing the Library now so we have a baseline on our patrons. She will share her ideas for **Library cards/membership** next time for review next meeting.
5. We decided to **meet** on Tuesday evenings in coordination with the Selectboard meetings. For the immediate future, we decided to meet bi-weekly as there is much to be done, and may decrease to monthly in the future.
6. Decided that 3 or more members of Trustees would make a **quorum** and be able to make decisions for the Library.

Next meeting: **Tuesday, April 11, 2023 at 5:30 in the library.**

Notes submitted by Jenn Higgins, shared with Trustees, Librarian and Town Clerk