



Stephenson Memorial Library Trustee Meeting Agenda

December 5, 2023

Andra Hall-Chair

Katie Cartier-Treasurer

Britni Chichester-Secretary

Call to Order at 7:00 pm

Accept (November) Meeting Minutes

Treasurer's Report

Director's Report

- Annual Report for Town

Old Business

- Deb Cilley Funds
- Library Statistics
- Board Vacancy-write letter to Greenfield Select Board
- Holiday Party (White Elephant Book Swap-bring wrapped, finger food potluck, games, invitations)
 - Closing Early Sign/Communication
- Budget Meeting 12/7/23 at 5:30
- Emails for Valli, Jean and Linette update

- Parking Lot Project (on hold until 2025)
- NH Humanities (on hold until January 2024)
- Hours of Operation Sign (on hold until January 2024)
- Job Descriptions (on hold until January 2024)
- Mary Ann Grant (on hold until planning for bench laying celebration in the spring)

Policy Review

- None at this time, will start newly established review cycle in January 2024.

New Business

- Hours of operation in the summer versus the winter-data points needed
- Review of Tree Lighting Ceremony and Festival of Lights at the SML

To Do List

Next Meeting: Tuesday, January 9, 2024 at 7:00 pm in the Reading Room at Stephenson Memorial Library