



Stephenson Memorial Library Trustee Meeting Agenda

March 5, 2024

Andra Hall-Chair

Katie Cartier-Treasurer

Bailey Sweet-Secretary

Call to Order at 7:00 pm

Accept (February) Meeting Minutes

Treasurer's Report

Director's Report

- Library Statistics

Old Business

- Deb Cilley Funds
 - Gardner
 - Ray contact update
- Mary Ann Grant
 - May 11, 2024 at 2 pm
 - Marketing and Planning
- Hours of Operation
 - Review of change made 2/6/24
 - Update on sign
- Wensberg Room entrance
 - dog house awning
- Job Descriptions
 - Library Director
 - Library Technician
 - Student Aide
- Parking Lot Project (on hold until 2025)
- NH Humanities (on hold until Spring)

Policy Review

- SML Trustees By-Laws
- Interlibrary Loan Policy
- Key Policy

New Business

- Future Events: Easter Egg Hunt, Mother's Day Tea, Summer Programming
- Petty Cash

- New Director
 - Announcement
 - Cleaning Service
 - Credit Card

To Do List

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