

## Stephen Memorial Library Minutes 3/4/2022

In Attendance: Diane Boilard, Bruce Dodge, Andra Hall, David Bridgewater, Valli Hanning, Mary-Ann Grant, Jean Rube-Rainer

Meeting Caller to order at: 6:35pm

Minutes accepted from 2/8/22

Treasures report,

SML Trustee Account: \$2776.01

SML Special Projects account: \$32,766.15

Deposit: from Merrill Fund \$1,357.95

Deposit: From Line Dancing and Copies \$89.40

Debits: Gift Card and Flowers for Diane Boilard \$61.99

Discussion about Merrill Fund and Friends, spending \$4000.00 for Hoopla

Service, why pay for 4 more years of Hoopla Service, when we don't know

If we will continue? The \$4000.00 was not for 4 years just one year upgraded service

From 3 items per month to 10 items per month. There was input that 3 was not enough

To satisfy hoopla users.

Treasure's report approved

Directors Report, New website has been published but still a great deal of work to be done, it does seem they copied and pasted info from old site as most of it is out of date. This needs to be corrected quickly. Staff evaluations are not done yet, as David is completing a seminar on evaluations and wants to complete that first, and complete State Library report, then complete staff evaluations. Book shelves were donated by Valli and her husband for use for the book sales. David has arranged the shelves to narrow and somewhat hide the opening to the storage area off the Wensberg Room. David was able to generate some reports from Apollo to give him a picture of what is checked out by material and genre for the day. He hopes to use this to better select books, movies and other materials for the library. Linda Dodge has taken charge of the Facebook page. The Library is holding an exhibit of 23 watercolor painting created by the Greenfield Artist Collaborative. A calendar of events has been created for all Library and Wensberg room activities, this will be posted and help promote programs and help to manage the usage of the spaces. Maskless morning has started for the homeschoolers. All the old Nooks and Kindles need to be disposed of and Jean volunteered to drop them off at the electronic recycling collection point. Keys are out of control, paperwork for who has keys to what does not exist, or can't be found. Key control system needs to be looked at and used. McGurty Maintenance is no longer providing their services for Greenfield and the Library. A new service vendor has been found, when they start is not known, meanwhile David will deal with trash and cleaning as best he can.

Old business: Discussed part time librarian posting, its out there just waiting for the flood of applicants, 2 have been received as of this meeting.

Donation Book, still a work in progress, it will be both hardcopy and electronic.

Electrician must be found to wire the automatic door openers before the grant expires.  
Valli updated us on the Friends Basket raffles.

New Business: Moving Library to mask optional, discussion, all agreed it was time to open up again, Trustees voted to go mask optional starting March 15, 2022.

David Thimmel volunteered to do an initial look at the parking lot engineering needs, so the parking lot expansion can still move forward.

Girl Scouts volunteered to help with David's Storywalk program.

This meeting was the last for Diane Boilard out Trustee Chair, as she is stepping down as or Chair and as an active SML Trustee. Diane's leadership through the pandemic and dedication to the library has brought us out the other side intact and stronger as a team. We will miss her leadership, but it was made clear she was not completely off the hook as we would be calling on her to help us with hiring a part time librarian, and other challenges we face in the coming years.

Meeting adjourned 8:05

Submitted  
Bruce Dodge  
Secretary  
Stephenson Memorial Library  
Board of Trustees