

Bancroft Public Library
Board of Trustees – Minutes of the November 8, 2022 Regular Meeting

Present were Ed Donoghue, Kim Erbe, Rebecca Brown, Alesa Wilson and Rachael Armstrong. Also present was Library Director Lori Stokem and Town Liaison Evera Sue Clary.

Minutes: Kim Erbe made a motion, Alesa Wilson seconded, to approve the November 14, 2022 regular meeting minutes. All were in favor and the motion was carried.

Public Comment: None.

Correspondence: None.

Finance Officer's Report: Vouchers from the Library Fund Nos. 80 through 86 and totaling \$1683.29 were audited and ordered paid. Kim Erbe made a motion, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Library Director's Report: See attached. In addition, regarding SALS' request for an additional amount to cover a share of the cost of E-books for the rest of the year, Rachael Armstrong made a motion, Alesa Wilson seconded, to approve a contribution of \$96.71. All were in favor and the motion was carried.

Committee Reports: None.

Old Business: Regarding the 2020/2021 State Aid for Library Construction Grant (Windows), closing paperwork has been submitted to the State Education Department for review.

Regarding a Library website donations link, a new checking account has been opened, and we are waiting for confirmation from Sara Dallas's legal inquiry. Contingent on receiving a "yes" from the attorney, Alesa Wilson made a motion, Rachael Armstrong seconded, to proceed with activating a donation button on Bancroft Library's website.

After reviewing an amendment to the *Gifts and Donations Policy* to account for electronic donations, Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the amendment. All were in favor and the motion was carried.

Regarding cyber insurance, Ed Donoghue shared information from a webinar he attended and will be asking the firm presenting the webinar for a quote for Bancroft Library.

Regarding the 2023 Budget, Rachael Armstrong made a motion, Alesa Wilson seconded, to adopt the budget as presented and to approve the Salaries as shown therein and to approve the wages at \$14.20 per hour. All were in favor and the motion was carried.

New Business: Rachael Armstrong made a motion, Alesa Wilson seconded, to amend the *Internet and Electronic Resources Policy* by increasing the charge for printing or copying to: \$.25 per page for black and white and \$.75 per page for color. All were in favor and the motion was carried.

Regarding the charging of Library fines for overdue circulating materials, discussion was had. After discussion, Rachael Armstrong made a motion, Rebecca Brown seconded, to amend Bancroft Library's policy by making all circulating materials fine free, effective January 1, 2023. Three Trustees voted yes, one voted no, and the motion was carried.

The next regular meeting was set for Tuesday, January 9, 2023 at 6:30 PM.