

## CHELSEA BOARD OF LIBRARY TRUSTEES

Meeting Monday, March 14, 2016 at 6:30 P.M.

Chelsea Public Library

### MINUTES

1. Meeting called to order at 6:32 PM
  - a. Present: Kasey Peterson, Taylor Katz, Susan Morse, Virgil Fuller, Toni Gildone
2. Adjustments to the Agenda - 3 additions made
3. Correspondence - None
4. Public Comments - None
5. Reports
  - a. Action: Moved and seconded to approve minutes from February
  - b. Action: No report presented
  - c. Librarian's Report
    - i. Average number for circulation and patron visits this month.
    - ii. New router purchased for \$188. Great improvement with regularity and efficiency of Internet. Second printer seems to be erratic but not a great need at the moment to replace.
    - iii. Representative from Bernie Sander's office stopped in. Good discussions around:
      1. STEM program that Toni is doing
      2. Fed. Gov't no longer sending tax forms to library and how that is difficult for rural towns without Internet to access online. She arranged for forms to be sent, which arrived recently.
    - iv. Picture books have been weeded out, making for more space on bookshelves.
6. Election of Officers
  - a. We will follow up on contacting possibilities for Russ's replacement.
  - b. New Election of Officers:
    - i. Chair: Kasey Peterson
    - ii. Vice Chair: Taylor Katz
    - iii. Treasurer: Phyllis Hayward
    - iv. Secretary: Susan Morse
7. Old Business
  - a. Scrabble Night
    - i. Last Scrabble Night was under attended due to foggy, rainy weather. No less enthusiastic crowd!
    - ii. Next Scrabble Night will be Thursday, March 24 at 6:30 PM at the library.
  - b. Floor Refinishing
    - i. Susan has a name of someone to call to come for an estimate.
  - c. Cleaning
    - i. Virgil made a list of "To Do's" for the weekly cleaning. It was edited and approved at the meeting.
  - d. Storage Unit
    - i. Toni has not found an appropriate storage unit. She will put a message out for any leads.

8. New Business
  - a. Town Meeting and Budget
    - i. Our budget will stay the same for the next budget proposal at the upcoming Town Meeting II, April 12.
  - b. Summer Fun Day
    - i. Michelle Thomas asked if we would like to participate, happening sometime in June.
    - ii. We need more information before deciding. Fundraiser? Date? Type of games?
  - c. TEOC Conference 2016
    - i. We looked at the agenda and there did not seem to be many library focused workshops. No one seemed interested in attending.
  - d. Trustee Handbook
    - i. Kasey has offered to assemble appropriate materials to include in a Trustee's Manual. She will print and compile notebooks for all of us. Thank you, Kasey!
  - e. Logo Contest
    - i. A Logo Contest to create a new logo for the library.
    - ii. It will be opened up to the public.
    - iii. Submitted by June 3
    - iv. To enter, fill out an official Entry Form, which will be available at the library.
    - v. We will advertise for the event.
9. Future Meetings
  - a. April 11, 2016
  - b. May 9, 2016
  - c. June 13, 2016
10. Meeting Adjourned at 8:00 PM

Respectfully Submitted by Susan Morse  
March 15, 2016