

Rockland Memorial Library
Board of Library Trustees
Wednesday, February 8, 2023
Meeting Room
Minutes

Library Trustees present: Carol Mahoney, Chair; Jack Ward, Vice Chair; Carol Cahill; Janet Cann

Library Trustees absent: Danielle Biggins, Ken Zbyszewski

Library Director present: Liz MacNeil

1. Call to order

Meeting called to order by Vice Chair at 6:01 pm

Approval of Minutes from January 11, 2023

Motion to approve minutes as written by C. Cahill; seconded by J. Ward

Vote unanimous (J. Cann and C. Mahoney were absent in January and abstained)

Next meeting: Wednesday, March 8, 2023

2. Reports

Director's Report

- Total circulation increased 3% from January 2022 to January 2023, not including OverDrive numbers (which aren't available yet)
- Life Skills students from the High School continue to volunteer weekly to assist with various jobs
- WIC continues to operate out of the meeting room on Wednesdays
- Water entered Children's Room closet during two rain storms in January
- Children's Room was closed for one evening shift in January

Financial Report

- Roughly 54% of the way through the fiscal year, overall spending is at 58%

Treasurer's Report

- January beginning balance was \$123,044.87
- Interest earned was \$167.31
- Ending balance \$123,212.18
- Total amount available for expenditure was \$6,645.51 at end of January

3. Review of Schedules of Department Bills Payable

- Summary sheets were reviewed by Trustees

4. New Business

- Bruins Pajama Drive event on Thursday, February 23, at 2:30 pm

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- Friends have arranged author visit by Rockland native and author Joanne Lannin for Monday, March 20 at 6:30 pm

5. Old Business

- Strategic Planning: Liz and Planning Committee working on revising Priorities and Areas of Focus; Committee will meet again before next month's Board meeting
- FY24 Budget: No additional numbers available yet
- Building Updates:
 - Dave Taylor says work on drainage and next stage of waterproofing could begin soon
 - Doug Lapp has arranged for building envelope consultant to look at areas of building with leaks; this is scheduled for Monday, February 13
- Brief discussion about idea to construct storage rooms inside meeting room; Liz is talking with staff about this

Adjournment

Motion to adjourn made by J. Cann; seconded by C. Mahoney

Vote unanimous

Meeting adjourned at 6:54 pm

List of Documents:

1. February 2023 Meeting Agenda
2. Minutes of January 11, 2023
3. Director's Report
4. Financial Report
5. Schedules of Bills Payable – Summary of Expenses

✓ Approved as written on March 8, 2023