

Pease Public Library Board of Trustees

Date: October 16, 2024 4:00pm-

1) Call to Order @ 4:01

- a) Roll call, approval of agenda — **Anne, Abby, Becky, Joyce, Jim**
- b) Accept the minutes from the September meeting. **Yes. Motion Jim; 2nd Abby**
- c) Public Comment **N/A**

2) Reports

- a) Financial: **James working on statements but needs access to Excel to complete. Will use PPL program. Rolled over CD for 9 months.**
- b) Director's Report-
 - i) Circulation Statistics- 4816 total
 - ii) Programming – October is jammed packed: **47 events! Halloween focus**
 - iii) Maintenance – **Abby reported that the Plymouth Energy Commission wants to partner with PES to assess the solar panels to see what is needed for repairs to the ones not working.**
 - iv) Personnel – Sam would like to go to NELA

3) Action Items: those needing motions and vote

- a) **Will the Trustees vote to accept \$1028.00 in donations? Yes. Motion Joyce; 2nd Jim**
- b) **Will the Trustees allow a closure on Wednesday, November 27th for at 4pm for the Thanksgiving holiday? Yes. Motion Jim; 2nd Joyce**
- c) **Will the Trustees allow a closure on Tuesday, December 24th at 2pm for the Christmas holiday? Yes. Motion Jim; 2nd Joyce**
- d) **Will the Trustees allow a closure on Tuesday, December 31st at 5pm for New Years? Yes. Motion Jim; 2nd Joyce**
- e) **Will the Trustees approve the Computer Use and Internet Access Policy? Yes. Motion Jim; 2nd Joyce**
- f) **Will the Trustees accept Sam Smith's conference funding proposal and agree to fund it in the amount of \$450 Yes. Motion Joyce; 2nd Jim**

4) New Business-

- a) Updated Behavior Policy discussion **Agreed with direction of proposal**
- b) Supervised Visitations policy discussion **Recommendation by Anne for Becky to ask Town Attorney for direction**

5) Summary List: Decisions made, directives and actions to be completed with deadlines

a) James to work on statements. Question about whether we should pay for Excel for James' computer

b) Becky to contact town attorney about Supervised Visitation policy and Behavior Policy

C) Becky to check into collaboration with Energy Commission about solar panels

6) Announcements- None

7) Next Meeting Date: November 20, 2024 @ 4:00 pm.

a) **Adjournment : 4:30pm. Yes. Motion Jim; 2nd Abby**