

Pease Public Library Board of Trustees

November 15, 2023 4:00pm

**I. Call to Order**

- a. Roll call (James, Joyce, Ann, Charlene, Becky, Quentin, Rebecca) , approval of agenda
- b. Accept the minutes from the October meeting. Amended, then,  
**YES...Motion-Quentin, 2nd-Joyce, All in favor**
- c. Public Comment (as allowed by Chair)...N/A

**II. Reports**

- a. Financial-*Quentin* (see statements)
- b. Director's Report- *Rebecca*
  - i. Circulation Statistics-
  - ii. Programming – “Bread” program started for the “Tweens”
  - iii. Maintenance –
    - 1. Children's Room carpet estimate from Decorative Interiors when up 50% in 15 months. She will bring in 4 samples on November 28 (will take about 3 days)
    - 2. Painting will not be done behind bookcases...save time and closing of the library

**III. Action Items:** those needing motions and vote

- a. **Will the Trustees vote to accept \$261 in donations? YES...Motion-Joyce, 2nd-Ann, All in favor**
- b. **Will the Trustees vote to adopt the new Oral History Waiver (NEW POLICY)? YES...Motion-Quentin, 2nd-Charlene, All in favor**
- c. **Will the Trustees vote to accept the abbreviated patron categories? ([Procedure](#) for new library cards and [Registration Policy](#)) YES... Motion-Charlene, 2nd-James, All in favor** (with change to the Registration Policy- “complimentary” card vs. “reduced fee”)
- d. **Will the Trustees vote to approve the Town Report as written? YES...Motion-James, 2nd-,Joyce, All in favor**

**IV. New Business-**

- a. Ann would like to start a Knitting Club. Every other Thursday...AMs for adults and PMs for teens (would like to do it upstairs, in sight for patrons to see something going on)

**V. Summary List** of decisions made, directives and actions to be completed with deadlines

- a. Trustees will look at the Draft Remote Work Policy and have feedback/discuss at next meeting (12/20/2023)
- b. Trustees signed Personnel Action Forms

**VI. Announcements-** N/A

**VII. Next Meeting Date:** December 20, 2023 @ 4:00 pm (Rebecca will not be here, but Becky will be)

**VIII. Adjournment...YES...Motion-*James, 2nd-,Joyce, All in favor***