

Pease Public Library Board of Trustees

Date: May 21, 2025 4:00pm

I. Call to Order @ 4:03

- a. Roll call...Joyce, Amy, Becky, Charlene, Scott, Abby, Jim
- b.. Approval of minutes from the April meeting-YES...*Motion* –Jim, 2nd–Abby, All in favor

II. Reports

- a. Financial (see statements)-Jim
 - i. Finances about the same...income & expenses both higher, a wash
 - ii. Sharp Grant is only for 1 year and has been spent
 - iii. Durgin Trust only for business & travel. They cut 2x/year and it's different each time. The income and spending for Durgin Trust should be
 - iv. Becky & Jim will work on budget to vote on it for next month
- b. [Director's Report](#)-
 - i. Circulation Statistics- 5172 total
 - ii. Programming – Summer Reading Program coming soon
 - iii. Maintenance – New Lexmark Printer
 - iv. Personnel – To be discussed in a non-public session.
 - v. Moses, new Children's Room Director doing great. Wants to have a flower box at the sign on Highland, and work on it with kids

III. Action Items: those needing motions and vote

- a. **Will the Trustees vote to accept \$59 in donations?** YES...*Motion* –Jim, 2nd–Abby, All in favor
- b. **Will the Trustees approve the [amendment to the By-Laws](#)?** YES...*Motion* –Jim, 2nd–Amy, All in favor
- c. **Will the Trustees accept the following as true?** YES...*Motion* –Jim, 2nd–Amy, All in favor
 - i. Chair: Jim nominates Joyce. Joyce declines, feeling she has too many balls in the air. Joyce nominates Abby. Abby accepts.
 - ii. Vice Chair: N/A
 - iii. Treasurer: Joyce nominates Jim. Jim accepts
 - iv. Secretary: Joyce nominates Charlene. Jim accepts
- d. **Will the Trustees approve the [Cataloger job description](#)?** YES...*Motion* –Charlene, 2nd–Abby, All in favor

e. Will the Trustees accept the revised job description of Technology Librarian/Assistant Director as written? YES...*Motion–Jim, 2nd–Amy,*
All in favor

V. Action Items/Summary of decisions made, directives and actions to be completed with deadlines

- a. Jim and Becky will work on 2025-26 budget for next meeting

VI. Announcements-

- a. Over 30 applicants for the seasonal job opening, started interviewing, deadline still a week away
- b. Scott says 2024-25 Town & Library budgets are in good shape as we wrap up the year

VII. Next Meeting Date: June 18, 2025 @ 4:00 pm

VIII. Adjourn @ 4:30