

Library Trustees Meeting  
10/21/2024

Present: Michele Regan-Ladd (Chairing), Kate Cell (taking notes), Brad Foster, Elizabeth Murphy, Pam Ososky

Absent: Mel DeSilva

1. Minutes from August meeting: Reminder to include budget table as attachment when posting. Motion to accept minutes as amended. Elizabeth yes, Brad yes, Michele yes, Pam yes, Kate yes. Approved unanimously.
  - a. To do: review September minutes at October meeting.
2. Written director's report to be attached. Includes highlights on:
  - a. Good Neighbor Day
  - b. Two new computers have been purchased and installed (nine hours total work)
    - i. Will be useful to have these set up and running when we move into new library
    - ii. Trustees appreciated the funds from the Town IT budget
  - c. Multiple grant applications
    - i. Some are for work that will happen before we have a new library
    - ii. Some, we hope, will fund first few months of programming in new library
3. Discussion of budget request for FY '26
  - a. Change to Trustee Fund line
    - i. 20% of total budget has to be spent on new materials to qualify for state aid
    - ii. Need to include the 3% salary raise to total budget, which equals a \$500 increase in acquisition funding requirement
    - iii. Added \$500 to Trustee Fund line to ensure that we can qualify for state aid
    - iv. Once new building is complete, we can plan state aid funding to operating budget/future maintenance funds, etc.
  - b. Discussion of Trustee Fund and other revenue sources for newer Trustees
    - i. Clarified that if Trustees approve proposed budget, we will approve the appropriation from the fund
      1. Rev fund = e.g., payment at library for making copies.
      2. Dog tax = our share of the fees for registering dogs in town.
      3. LCC = Shutesbury Cultural Council.

4. Trustee Fund = fund remaining from the bequest of stock from Myron Spear. What remains in the fund is the interest from the principal. Principal has been directed to new library fund. A room in the new library will be named for Spear

c. Motion to approve budget: Kate yes, Pam yes, Elizabeth yes, Brad yes, Michele yes. Approved unanimously.

4. Friends fundraisers (Elizabeth)

a. Turkey Trot on November 23. Consider volunteering to support. Cap of 250 runners. More sponsorships this year too.

b. Paver fundraiser, going on right now. Orders need to be in by end of January. Write three lines/30 characters on pavers for \$150 donation. Promotion underway.

i. For next meeting: discuss whether Trustees will donate one or more pavers

c. Soups and Stews-Dec 6th

d. Giving Tuesday- Dec 3rd

5. Next meeting: Monday, November 25<sup>th</sup> at 7:30

Respectfully submitted,

Kate Cell