

Minutes of the David A. Howe Library

Board of Directors Meeting

January 10, 2023

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Madeleine Gasdik, Nancy Reuning, Tom Reuning, Tim Colligan, Kris Green, Emily Peavey, Vice-President, Anne Sobeck, Secretary

Trustees Absent: Voni Walker, Treasurer

Call to Order: President Donald Comstock called the DAHL 2023 Organizational Meeting to order at 7:33am.

-After review and discussion of the agenda presented by Director Gunning, a motion to approve the DAHL 2023 Organizational Meeting Agenda as written and to revisit the Committee Appointments at a future meeting was made by Trustee Colligan and seconded by Trustee Green. The motion carried, (8,0).

Adjournment: A motion to adjourn the meeting at 7:41 was made by President Comstock and seconded by Trustee Gasdik. The motion carried, (8,0).

Call to order: President Comstock called the DAHL January 10, 2023 meeting to order at 7:42am.

Discussion and Approval of Minutes: A motion to accept the December 2022 minutes was made by President Comstock and seconded by Trustee Reuning. The motion carried, (8,0). Trustee Sobeck thanked Trustee Colligan for taking the December meeting's minutes.

Director's Report:

A. Statistics

-Circulation

It was noted by Director Gunning that overall circulation was down and computer usage was significantly higher than usual.

-Programs

Data not available

B. News from the Library

-The planning and paperwork has begun for the DAHL Audit 2022 by Edward J. Bysiek, CPA.

-The library partnered with organizations, including the Community Kitchen and the Grace United Church, to hold a free community dinner. Approximately 50 people attended. Plans for another are underway.

-Director Gunning reported that the holiday events at the library were well attended. The Clothing Closet is still accepting coats and blankets.

-The main desk schedule has been updated to increase efficiency.

-Plans are underway to reorganize the main reading rooms.

-The Town Planning Board has begun holding their meetings at the DAHL.

C. Department Reports:

Youth Services

- A book signing was held for “David A. Meow”, the library cat, and was well attended!
- “Take Your Child to the Library Day” is on February 4th

Technology

- Ken is making preparations for his successor. His final day is January 27th. There was discussion regarding the open position it will create.
- Director Gunning and Ally will be starting a new podcast with a broader focus. They are also trying to increase Instagram and Discord output. Director Gunning and Katherine are finding ways, via social media, to highlight the Auditorium and Gallery as creative art centers.

Building and Grounds

- Plaster repair work and painting has started on the second floor.
- A replacement motor is needed for the wall clock.
- The ladies room stalls have been repainted or replaced.

D. Personnel

- Katherine Elliott, the new Public Programming and Exhibits Curator, attended our meeting. It was a pleasure to meet her!

Committee Reports:

- The Building and Grounds Committee will meet on January 17th to discuss construction plans.

Friend's Report:

- The Friend's reported a balance of \$15,498.38.
- They are planning a "Soup Bowl" event and "Dinner for Eight" event.

Old Business:

- Still much discussion regarding the fees for the use of the DAHL for a special event. Trustee Peavey suggested a yearly rate structure rather than having to amend the Administrative Policy each year if changes need to be made. Trustee Green made a motion to approve the current updates to the Administrative Policy. Trustee Peavey seconded the motion. The motion carried, (8,0). The fee for special events will be discussed at the next meeting.

New Business:

- Trustee Walker's term will expire in April 2023.

Adjournment: A motion to adjourn the meeting at 8:53am was made by President Comstock and seconded by Trustee Colligan. The motion carried, (6,0).

Respectfully submitted,

Anne Sobeck

Secretary

