Silsby Library Trustee minutes December 13, 2023

meeting called to order at 4:34pm by Chairwoman Judi Baraly

attendance: Judi Baraly, Karen Haskell, Meg Lambert, James Lupolt, Jen Haynes, Director. Absent w/notice Maureen Spilsbury, Kathleen Eames, Guests were John Lambert and Ryan Crawford.

approval / correction to November minutes: Meg moved to accept the minutes as drafted. The motion was seconded and approved.

Standing Reports:

1. Treasurer's report excused
2. Director's Report: Jen presented w/out a written report. Judi asked her to submit a written director's report by email to trustees who should reply all to vote to accept the Director's Report

Old Business:

Trustee Holiday party was planned for Tuesday, January 9, 2024 but Jen has an employee who would like to attend but cannot on the 9th. After discussion, it was decided to hold the party on Wednesday January 10 at 5pm and the library will close early. There followed discussion re: opening early that day to avoid lost hours but Jen did not feel this would be necessary. Karen will circulate an email at a later date to organize the party.

New business:

1. the Conservation Commission would like to donate rain barrels to the library. John Lambert and associate came in person with their proposal; the Commission would donate $500 for the project which would include three 55 gallon barrels connected to downspouts to collect rain water from the roof. Rainwater would be distributed to the raised beds and the garden via low power irrigation through underground water lines which do not freeze in winter. Installation could be by volunteer or John would install. He also volunteered to hold demonstration and / or classes for interested parties. The Commission would like to distirbute the funds for the project before the first of 2024. Judi will be the contact via email. More information is online at Blue Barrel Systems.com. Meg moved to aCcept the Rain Barrel Project. Motion was seconded and passed.

1. Judi discussed the phone alarm system for the building which was disconnected when the town maintenance department moved. An unknown source suggested that the library share a telephone line for an alarm. To the best of Jen's knowledge the library has only one telephone line. Judi will check with Jason.
2. Jen has been made aware that there is no active fire alarm system in the building. This is an issue with not only safety but LChip and insurance. Judi will follow up with Jason and Patty Chafee. John Lambert, still in attendance, suggested we look into SimpliSafe wireles alarms
3. Trustee re-elections – Judi's term will expire in 2024. Meg ran for and was elected for a 1 year term. James was told by Patty C. that he would need to run for election in 2024. Judi will contact Kathy to see if she wishes to continue as trustee due to health issues. Judi will also ask Patty C. when anyone running for re-election neends to get on the ballot. Also, can we email Cliff via Nell? Will ask at the holiday party......

Karen moved to adjourn, motion seconded and approved.

The meeting was adjourned at 5:27pm by Chairwoman Judi Baraly.

Mintues submitted by Karen Haskell, Secretary

Special meeting was held to accept the Director's written report submitted by email on December 16. Meg moved to accept the report. The motion was seconded and passed by email vote to reply all.