

Milton Public Library

Board of Trustee Meeting Minutes

Milton Library – December 20, 2022

Present: Lisa Barron – Chair, Tracey Hughes – Vice-Chair, Beth Bouchard – Treasurer, Ela Dupont – Secretary, Mike Thompson - member at large, Matthew Davis – Director. Public: none

Call to Order: The meeting was called to order at 6:04 p.m.

Agenda Adjustments: There were no agenda adjustments.

Public Forum: There were no comments from the public.

Approval of November 9, 2022 Minutes: Tracey Hughes motioned to accept library minutes from November 9, 2022 as written. Ela Dupont seconded. None opposed. Motion carried.

Friend's Report: The basket raffle was a successful event. Volunteerism is very much alive in Milton. Thanks to all that participated.

Staff Feedback: None noted.

Director's Report: Matthew reviewed circulation and budget numbers. The MCFC playgroup will increase their use of the room for playgroup to 2 days a week. They respect the community space, and this is much appreciated. MPL 2023 budget approved by town and sent to Selectboard. Scheduled events and those that occurred include baskets at the craft show, teen book/bake sale, and story officer story time 11/12/22. Teen program with public safety 11/14/22. Teddy bear sleepover 11/18-19/22 with assistance by volunteers in the community. Discover Abenaki Roots program 11/22/22. 11/23/22 and on focus on decorating library for the holidays with many thanks to Sharon Reed for her volunteer efforts to make the library look wonderful. Cookies with Santa and library open house held 12/3/22, with thanks to the TAG/teens for their help and thanks to the Painted Lady for the delicious platters of desserts. Milton Mentors cookie decorating event 12/7/22. Basket raffle drawing 12/10/22. Traveling storyteller coming 12/2/7 22 at 10:30 a.m. Happy noon day celebration 12/30/22 at 10:30 a.m. Nicholas Kelm started part time at library 15 hours/week employee. Community members are developing and idea for a children's book group with Lorraine Kelm. Staff are working together on effective scheduling and use of digital calendar. Expired library cards are being purged from system. Annual report work is in progress for Town of Milton. Updating computers to Windows 11. Chris Taylor will host meet your representative in Library Community Room in 2023. Tax forms coming end of Jan 2023. Looking at pricing patron computer replacements. Plan to continue to reorganize sections of the library to meet patron need.

Treasurer's Report: Beth Bouchard reported on accounts at TD Bank.

Discussion of 501c3 planning: Lisa Barron to work on creating articles of association document for Trustees to review and work toward becoming a 501c3.

New Business for Next Agenda: Update on 501c3.

Next meetings: January 11, 2023, February 8, 2023, and March 8, 2023.

Adjournment: Tracey Hughes motioned to adjourn. Mike Thompson seconded. All in favor. Motion passed. Meeting adjourned at 7:36 p.m.

Minutes submitted by Secretary Ela Dupont.