

Thayer Memorial Library Trustees Meeting
October 11, 2023
Meeting held via Zoom videoconference



Roll Call

Present were:

Emily Rose, Chair
David Spanagel, Vice Chair
Frank Streeter, Secretary
Ann Frantz
Karen Silverthorn
Adam Zand
Joe Mulé, Director, Ex Officio

Melissa Carlson, President of the Friends of the Thayer Memorial Library
Amie Sund

The meeting was called to order at 6:35 pm. Chair Rose called the roll of attendees and opened the meeting.

Past Minutes

After reviewing the minutes from the July meeting,

Vice-Chair Spanagel moved to accept the minutes; Trustee Zand seconded the motion, and the motion passed on a 6-0 vote.

Next Meeting

The next meeting of the Board of Trustees will be held November 8, 2023 at 6:30 PM. The Board's meetings will continue to be held over Zoom until further notice.

Budget & Finances:

Director Mulé announced that the Select Board has decided that the first meeting for the FY25 budget will be held with the Select Board and the Finance Committee on November 18. As has been traditional in past years, the Library will present first.

Director Mulé gave an update on the RFP for the windows restoration project. Architect Lynne Spencer is working with Town Administrator Kate Hodges on resolving some procurement issues for the project. Director Mulé does not anticipate receiving any responses to the RFP prior to the meeting on November 18th with the Select Board and the Finance Committee, so he will be discussing the project with both once the RFP responses have been received.

Chair Rose asked about the status of the Library's revolving accounts now that the Library no longer collects fines to fund them. Director Mulé explained the current situation and the future of those accounts.

Chair's Report:

Chair Rose and the Board discussed scheduling a staff appreciation event as one has not been held in a few years due to COVID. The Board decided to hold the event on November 4 at Chair Rose's residence on George Hill Road. Chair Rose congratulated Director Mulé and all the Library's staff for their hard work over the past summer.

Building:

Director Mulé was pleased to report on a \$10,000 allocation that the Library had received due to the efforts of Senator Cronin. Senator Cronin and Representative Kilcoyne visited the Library to present the funds and brought the traditional big check for the presentation photographs. Director Mulé plans to use this \$10,000 to commence the repairs and reupholstering of some of the Library's existing furniture, specifically the two sofas and six chairs that were given to the Library in 1928 by Mrs. Bayard Thayer along with her donation of the Children's Room, which is in memory of her son Nathaniel Thayer.

Advocacy and Fundraising:

The Funding Subcommittee met on September 26. Vice-Chair Spanagel discussed next steps for the subcommittee and succession planning as he will be resigning due to a planned move out of Lancaster. He discussed what projects might be next after the Children's Room windows project is completed.

Friends of the Library President Melissa Carlson reported on the results of the Friends' recent book sale. The sale raised over \$4500 on the first day the it was open, which was for only four hours on Friday afternoon. It raised a total of just under \$10,000 for the first weekend and another \$3000 for the second weekend. The Friends had a membership drive just before the book sale so those totals include some dues. In contrast to previous years, which were \$9477 in 2021 and \$11,764 in 2022, President Carlson thinks this year's sale did even better but she still needs to get the final numbers.

President Carlson discussed her various experiences at the show. Trustee Silverthorn commented about the great atmosphere of the sale. The Board discussed the participation of professional book dealers versus members of the Friends on the first day of the sale. President Carlson clarified that the first day of the sale was no longer Friends-only which was why there were dealers there as well. The Friends may revert to their previous practice with differently timed membership drives. Secretary Streeter strongly encouraged the Friends to revert to their previous practice which would at least have the dealers consider becoming members to gain access. Vice-Chair Spanagel noted that the next meeting of the subcommittee would be on November 7 at 5 PM.

Policy:

Director Mulé presented a new version of the Library's meeting room policy. After a brief discussion,

Trustee Zand moved to accept the revised policy; Trustee Silverthorn seconded the motion, and the motion passed on a 6-0 vote.

Director Mulé then reviewed the long history of the policy and current circumstances have led to the revisions just voted upon.

Director's Report:

The board reviewed Director Mulé's very detailed report and discussed the various reports therein from individual staff members.

New Business:

Chair Rose reviewed action items and reminded the Board that Maren Caulfield's last day would be on October 27 and encouraged Trustees to stop by and wish her well.

Vice-Chair Spanagel reported on an unexpected \$10,000 donation to the Friends. Director Mulé met with the donor and they agreed to using some of the funds to repair the furniture in the Library to supplement the \$10,000 arranged by Senator Cronin.

Adjournment:

There being no further business for the Board to consider,

Secretary Streeter moved to adjourn; Trustee Frantz seconded the motion, and the motion passed on a 6-0 vote.

The Board adjourned at 7:45

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report