

## PHILLIPS FREE LIBRARY MEETING MINUTES

3.21.2022

Meeting was called to order at 7:03 p.m.

**Attending:** Priscilla B-T, Jennifer Block, Meghan Gilbert, Kelly Brown, Zack Arthur, Bryn Carr, and Meghan Aagaard

**Approval of Minutes:** Correction from last time: next year's budget has not been officially approved. There was only a letter sent to the school district asking for an increase.

B. Carr moves to approve. J. Block seconds. Motion passes.

**Treasurer Report:** M. Gilbert moves to approve. K. Brown seconds. Motion passes.

### **Old Business:**

- Mask policy: needs to be updated to "Recommends a mask" (they are no longer required for entry). Masks will still be available to people who want them. M. Gilbert motions to approve. Z. Arthur and B. Carr second. Motion passes.
- Priscilla sent the budget letter to the school.
- Document Retention Policy: Do we need to update the language to "2022 terminology?" Priscilla will check with Amy.
- Personnel: Martsje and Sarah have been trained on annual reports and will help in other capacities. Their hours will increase somewhat. Starting on 7/1 fiscal year, Priscilla will switch to working 5 days a week during busy months (5 months of the year) and 4 days a week during non-busy months (7 months of the year). The pay will all fit within the same budget and can be flexible. We will look at this in April. M. Gilbert motions to approve. B. Carr seconds. Motion passes.

### **Director's Report:**

- Statistics were read. Childrens' programming a little down due to the February break.
- The library crawl was a success and might be repeated in future.
- Lots of spring programs planned, including an open house (May 21) highlighting childrens' rooms and activities, and a reading from local author Nancy Dafoe.
- Considering year-round toddler storytime.
- B. Carr mentioned the return of the Homer Farmers' Market and wondered if it was possible for the library to be involved. She will discuss with Priscilla.
- Storyteller Vanessa Johnson will be coming on June 19, co-sponsored by Homer Congregational

Church. She'll do a three-part presentation including a story for kids and adults.

- Summer reading kick-off on June 11th.
- Jr. High students have been hanging around after school in a large group at the library. Priscilla is going to meet with other village leaders about how to address this issue.
- Laura Major is leaving on April 1, and Priscilla is going to hire someone new.

**New Business:**

- We need to update the bylaws to include trustee training (2 hours per year). B. Carr motions to approve, M. Gilbert seconds. Motion passes.
- NYSLA and FLLS have suggested wording for materials that are challenged, including a possible warning for the cover of books.

**Next Meeting:** Monday, April 18th at 7 pm at the library.

Motion to adjourn was made at 7:43 by M. Gilbert, K. Brown seconds. Motion passed.