

Thayer Memorial Library Trustees Meeting

December 14, 2022

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

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

Past Minutes

None

Next Meeting

The next meeting of the Board of Trustees will be held Wednesday, January 11, 2023 at 6:30 PM. The Board's meetings will continue to be held over Zoom until further notice.

Chair's Report:

Chair Rose reported that the feasibility group had met and she feels it is off to a good start. Chair Rose had nothing further to report beyond what is in her written report.

Policy:

The Board reviewed the revised Privacy and Confidentiality Policy. Chair Rose asked about limits to the policy. Director Mulé pointed out that the Library's activities are limited by law in terms of personal information and this policy had been written to accommodate future legal changes. Chair Rose asked about staff training for dealing with legal requests and warrants. Director Mulé noted that training will be similar to the training given for book challenges. Director Mulé made it very clear that the Library does not want to be an agent on behalf of a parent. Director Mulé gave examples of cases where the Library won't release information.

Chair Rose asked about retention of security camera recordings. Director Mulé said that all videos are overwritten after 30 days, unless specifically saved. The board discussed the uses of these videos. Trustee Zand asked about the privacy of

holds and Director Mulé explained how that was accomplished in some detail. Trustee Spanagel asked for the motivation to update the policy at this point and asked for changes between the old version and the new one. Director Mulé discussed the use of names used in the policy i.e., “visitor”, “member”, “policy” etc...

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

Building:

Trustee Spanagel reported on a meeting between the feasibility study group and Spencer Preservation Group and showed a project timeline. He said it had been a very productive 2 1/2 hour meeting. The Board discussed the process.

Advocacy and Fundraising:

Trustee Spanagel reviewed the Friends’ activities and presented a financial analysis of the last 10 years of book sale results. 2022 was a record-breaking \$15,770! He did not have any updated information about fundraising relating to the Children’s Room windows project. Director Mulé has submitted a CPA Grant request to complete windows four and five. Windows two and three are now out to bid. Trustee Silverthorn, who is on the CPA committee, explained the grant process.

Strategic Planning:

Director Mulé gave an update on the strategic planning process and schedule. He asked The Board about how to improve the library’s reach in the community. The Board discussed changes in reading in the population over time, how who reads what and how much changes over time and what that means to the Library.

Director’s Report:

Director Mulé discussed the incident with one of the statues of the Four Seasons in the lower level hallway that was recently pushed over and broken by a patron. Secretary Streeter reviewed the history of the statues. Director Mulé briefed the Board on the Library’s insurance coverage and the claims process. The Board discussed how to find someone to restore the statues. Secretary Streeter advocated for moving the remaining three statues back upstairs to the children’s room. He also advocated for banning the organization that had brought the patron to the Library, especially given the hit and run nature of the incident and their refusal to cooperate after the fact. The Board discussed this in detail and at length, but did not take any specific action.

Budget:

Director Mulé gave a brief update on the budget.

New Business:

The Board discussed the possibility of the Library hosting a Legislative Breakfast in the new year. Vice-Chair Spanagel will follow up with Director Mulé about this.

Adjournment:

There being no further business for the Board to consider,

Secretary Streeter moved to adjourn; Trustee Spanagel seconded the motion, and the motion passed on a 5-0 vote.

The Board adjourned and the Zoom meeting ended at 7:59 PM.

Respectfully Submitted,

Frank S. Streeter, Secretary

List of Documents:

Agenda

Chair's Report

Director's Report

TML Fundraising and Advocacy Report