

Town of Kensington
Public Library Trustee Meeting
Thursday, November 20, 2024

Minutes

Present: Susie Gilbert, Director; Susan Bascom, Trustee and Chairperson; Matthew Dow, Trustee and Treasurer; Amanda Morrill, Trustee and Secretary

Meeting called to order: 4:30 pm

October minutes were approved

Statistics:

Visits up from last month, physical circ up. Total circ up, total streaming down from last month. Museum usage up from zero to three in October.

Quick books budget report: On track to have money left in the budget, if payroll stays on track. Will discuss at December meeting- possibilities to use for new computer for Dana, increase internet speed, and/or buy gift card for Water Street Bookstore for future purchases.

Past events:

11/13 Jane Oneail- Rembrandt and Vermeer *virtual 23 attendees

11/17 Dan Billin on NH Rattlesnakes *in-person 35 attendees

Upcoming events:

11/20 Michael Tougias- Extreme Survival *virtual

11/23 Julie Cyr- Felting xmas ornaments *in-person 6 signed up so far

12/10 Santa party

12/11 Staff dinner at library

New business

-Holiday Calendar- staff recommend closing for the day Friday 12/26, trustees in agreement

Ongoing Business:

Selectman meeting/Budget: Matthew and Susie attended meeting. Selectman are ok with large increase in payroll given that all deductions are now included.

Retirement plan discussion- Town is looking into possible program for full time employees of the town, all FT employees would have to agree. Town contributions would come from budget, if

program is agreed upon additional money for contributions will be added to library budget for next year to cover these expenses. Susie will follow up with Kathy.

Monthly check options- new option brought up by the town to get one check for yearly operating expenses and payroll checks cut monthly or keep status quo, getting monthly checks for operating expenses with payroll deducted. Trustees in agreement to keep it the way it has been done in the past.

-Update from social trustees re: addition planning- letters were sent out to townspeople to explain procedure and plans for addition. Are hoping to put it on March 2025 warrant article

-Review of policies: Bed bug and interlibrary loan policies reviewed and edits recommended. Will approve at next meeting. Will review Policy on Posting Information by Public at Dec meeting.

-KPL library emails going to junk folder for those with gmail accounts- will add new account for additional \$6/mo to send newsletters from.

Next meeting: Thursday December 19th 4:30pm

Meeting adjourned at 5:40