

CHELSEA PUBLIC LIBRARY

Board of Directors Meeting, August 24, 2022

Attendance: Mary Ann Moore, Dana Polk, Dawn Wilson, Tom Holcombe, and Lori Cheney.

Call to Order and Approval of Minutes: Dawn called the meeting to order, and the minutes were read. Mary Ann made a motion to approve the minutes, and Dawn seconded. These minutes were approved unanimously. *In the future, to save time, the minutes will be sent out sooner so approval or correction will be accomplished prior to the meeting.*

Financial Report: We continue to do well with budget. Senator Roberts gave us an additional \$5,000. Dana will use this as a deposit for a new service called Hoopla, (explained below). Dana gave us FY2022 and the proposed FY2023 budget numbers. The Cloud Library will increase with Hoopla. ADT/Blackwater increased slightly. Salaries and wages included a 3% increase, which will slightly increase payroll taxes. The Capital Expenditures will be discussed below.

Director's Report: Circulation is down slightly; however we need to add the electronic circulation to get a truer reading.

Old Business: We briefly discussed the Friends of the Library. We have temporarily filled President, Vice President and Treasurer. The position of Secretary will remain Liz Gordon. A volunteer for the chess club has been secured. The Summer Reading program was a success with 1,352 in total attendance.

New Business: Hoopla is a new resource for downloading movies, audiobooks, music and books, including The Great Courses. Dana discussed plans to ask for a Capital Expenditure to build out upstairs above the patio. This would allow more room for the STEAM program and a better tutor space. It would behoove the library to have more space and be able to hold more programs here, rather than at the Community Center.

We were given copies of new policies to approve. With slight adjustments on some, the following policies were approved. Library Director Job Description, Processing and Cataloging Clerk/Assistant Director, Library Staff Floater, Library Staff, Children's Services Librarian, Website Maintainer, and Mobile Hot Spot Lending Agreement.

Set Date for Next Meeting: We plan to meet Wednesday, October 19, 2022.

Adjourn: Lori made a motion to adjourn, Mary Ann seconded.

Respectfully submitted by Lori Cheney

