TOWN OF KENSINGTON

**Public Library Trustee Meeting Minutes**

Thursday, June 15, 2023

Kensington Public Library

4:30 pm

**Present:** Susie Gilbert- Library Director; Susan Bascom – Chairperson; Lauri Murphy - Secretary; Matthew Dow - Treasurer

Meeting called to order at 4:35

**Statistics:** Visits are up from last month and last year at the same time.

Circulation is up from last year but decreased from last month. The library has had more digital materials checked out.

**Personnel policy**: Has been reviewed by Trustees and the Director and is ready to send to the lawyer.

**Event update**: Steve Hale—Introduction to Birdwatching had 10 attendees.

The Capital Four Quartet— Held at the KCC, hosted by KPL, had 40 attendees of all ages.

Erin Moulton—Building Community through Cookbooks had 19 attendees.

The Field Day Event at KES had performer and entertainer “Steve Corning and his Extraordinary Variety Show” hosted by KPL. This event was well enjoyed.

The Last book clubs for the summer end in June, the 22nd at KPL and 23rd at Eastman’s Corner,

**Summer Reading Program**: Sign ups start June 20th and the final day for submitting tickets will be August 19th. Many special events are planned each week. \*See the calendar in the library and online. The KES suggested summer reading and the Great Stone Face Award books will be ready for 6/20, the summer reading sign up day. The Summer reading program ends on 8/19 - the same day as the Friends of the Library Book and Bake Sale at the Grange.

**Friends of the Library update**: The Friends gave KPL a check for $2000 for summer reading program events and prizes. The Friend’s August book and bake sale 8/19/23 will be organized this year by Pat Bonnevie and Susie Gilbert.

**The KPL expansion survey:** Responses are still coming in. We will revisit the results in July. Patrons have been great at asking questions, either on the survey or in person and adding comments on the survey.

**Financial:** The library received a check for $67.45 from Zoom for the unfortunate “Zoom-bombing” incident back in November 2022. The Citizen’s Bank credit card limit was successfully increased to $1000. All three trustees have been approved as signers on the checking accounts. Monthly bills and budget were on track from May and June bills are pending for the end of the month.

**Google account updates and discussion**: Matthew Dow researched the Google Business Starter vs. the Google Business standard plans. Benefits to KPL for switching to google for the Trustee business are numerous with the ability to have trustee email accounts and storage of all the trustee related documents on one platform. In addition, the Google Meet feature is very similar to Zoom and will cost substantially less. Matthew will reconnect with Google for answers to a couple more questions prior to our next meeting.

**Next Meeting Scheduled**: Thursday, July 27th at 4:30 pm