

Town of Kensington
Public Library Trustee Meeting
Thursday, December 4, 2025

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

November minutes approved

Statistics:

November visits are down from last year and last month. Physical circulation down. Museum visits remain steady. Streaming up from last year, down from last month.

Budget: Quickbooks report reviewed, on track with budget.

\$4000 of extra money owed to the library was put into the nonlapsing account. Confirmation received from Kathy and selectmen that funds can be carried over.

Past events:

- Holiday market at KES: \$1100 made on raffles, check given to Social Trustees for building fund

Upcoming events:

- Dec 4th- Felicia Motherway boxwood trees 6pm. 23 signed up
- Dec 9th annual Santa party 6pm
- Dec 16th staff party upstairs
- Dec 17th Jane Oneil: Degas and the Ballet on zoom
- Some jan/feb events scheduled

Ongoing Business:

-Addition update: Recent meeting with architect, does not agree with starting construction before funds are secured. Will continue raising awareness and fundraising. Susie to meet with grant writer on Dec 10th. Planning poster contest for after the holidays "The Library is the heart of the community".

-HB 273 goes into effect Jan 1st. Susie working on rewording our current library card application, will get proof out to trustees by the end of the month. Will also create a form for requests for record keeping.

New Business:

-Discussed the possibility of changing library hours, staying open until 6pm 2 days a week to accommodate working patrons. Susie will cover Tuesdays, and Kristin/Susie will share Thursday coverage

-Work from home policy added to Jan agenda

-Susie will have annual report completed for January meeting to approve and send to Sarah Wiggin.

-Joe Pace looking for sponsors for American Independence Museum, "Amending America" program next year. Trustees in agreement to sponsor \$100

-Holiday bonuses approved, \$100 to each staff member, \$200 to Susie. Will submit to Kathy as bonuses need to go through payroll

Next meeting: Thursday January 22nd 4:30pm

Meeting adjourned at 5:15