



**Maxfield Public Library
Trustee's meeting
Date: 10/11/2023**

In attendance: Trustees: Dyrace Maxfield (Chairman), Elizabeth Moser (Secretary), Juliana Lawler (Treasurer)

Members of the Public in attendance: None

At 6:00 pm Dyrace Maxfield called the meeting to order.

- **Approve Meeting Minutes** – September 13th meeting minutes were accepted. September 21st new hire meeting minutes were accepted.

Public Session

- **Director's Report**- Unavailable at the time of the meeting
- **Trustee Report**
Old Business
 - Eric has stabilized the Little Library and Emily has contacted dig safe about the next step. Juliana will be in touch with Emily to schedule an installment date.
 - New lights have been installed in the main lobby.
 - Waiting for an update from the Trustee of the Trust Fund in regards to transferring funds.
 - The Director and Children's Librarian have decided against having a water cooler downstairs.
 - There is now an air purifier in the fireplace room.

Public Input N/A

New Business

- The trustees have hired a new part time employee, Linda Hough. The Trustees welcome her to the staff.
- One year review that was scheduled for the Director for tonight has been rescheduled for the November 8th meeting.
- A Friends Group has come together and will be invited to the next meeting. Dyrace will get their contact information and connect with them.
- **Trustee Treasurer's Report**
 - All trustee accounts have been reconciled. Library bank checking account is also up to date.
 - Juliana will contact Emily to get debit card transaction receipts.
- Meeting was adjourned at 7:12 pm- Dyrace made a motion, Juliana seconded, all approved.
- Our next Trustee meeting dates will be Wed. 11/8 at 5:45 pm and Mon. 12/4 at 5:30 pm (to be able to have the budget for the next fiscal year ready for meeting with the Selectmen later that week).

Submitted by Trustee Elizabeth Moser on 10/11/23.