

**Board of Trustees Meeting
Dwight Foster Public Library
August 8, 2022**

Present: Tom Fick, Rebecca Houseman LeMire, Julie Olver, Sara Podoll, Eric Robinson, Diana Shull, Mike Wallace

Absent: Rob Abbott, Autumn Harden, Bruce Johnson, Kirsten Mortimer

Guests: Bruce Waller

Call to Order & Introductions: The meeting was called to order at 9:30 AM by Tom Fick.

Report by financial advisor on state of the trust fund (Bruce Waller):

- Very challenging 6 months.
 - Interest rate raises have helped recently.
 - Stock market is climbing back up.
- Mix of investments is still good (bonds have the worst performance in hundreds of years, but others are acceptable).
- Library trust is set up well for weathering the possibility of a recession in the next two years.
 - All portfolios will fix themselves over time, but Bruce believes that we are well-positioned for the future.

Approval of Minutes: The minutes of the June meeting were approved. (Olver, Fick)

Public Input/ Communications:

- Library newsletter mentioned the Food Truck Rally. F.A. Online and Daily Union also advertised the event.

Approval of Bills: The payments for all June and July (yes) bills were approved. (Olver, Podoll)

- Projection of spending for the year: natural gas bills will be higher; maintenance and repairs will be a bit higher; AV budget might change (DVD purchases declining, but streaming on Hoopla is a pay per use model and patrons have requested more access.)
- City budget is tighter this year than previous year.

Director's Report of Financials and Services for June 2022:

Fines to City	126.78
YTD fines to City	738.93
Revenue to City:	569.29

YTD Revenue to City:	3052.06
YTD Total Deposits to City:	3790.99

Director’s Report Highlights:

- Summer reading program was very successful this year.
 - Regaining in-person attendance for children’s events, yet circulation is not increasing.
 - Home delivery and curbside delivery are still happening almost daily.
- Circulation overall is down and this is a trend that is happening to most libraries. Online circulation soared over last two years, but has plateaued recently.
- Librarians and staff are using new software to better capture all the reference questions answered—in-person, virtual, social media, phone, email, etc. Keeping data on where/when and how involved the question/answer was.

Staff in-service & training day – Eric R. (Action: vote on switching closing of library from Aug. 19 th to Sept. 15 for training at Watertown Public Library):

- Opportunity for joint training on safety and security in patron interactions with other library staff from surrounding counties at Watertown library.
- Motion approved (Wallace, Podoll).

Policy Handbook project update (Tom Fick):

- Policy committee meeting tomorrow night.
- September meeting: Policy handbook updated and website will be presented.

Board by-laws (Tom Fick):

- June meeting discussion about virtual attendance.
- Motion approved to accept by-laws changes as presented. (Wallace, Olver)

Food truck rally Sept. 18, 2022 – (Update):

- Positive Facebook activity surrounding sharing posts about event.

Friends of the Library (Julie O. Update):

- Annual meeting will be on September 15th.
- Meeting tie-in with conversation-style author visit.

Adjournment: The meeting was adjourned at 10:27 AM (Podoll, Olver)

NEXT MEETING: September 12, 2022 at 9:30 AM