**Lanesborough Public Library Trustees Board Meeting**

**Thursday December 15, 2022**

**Present: Trustees Sherri Wilson, Kacy Westwood, Liz Drury**

 **Library Director Sheila Parks**

Meeting called to order at 6:08 pm

Read the minutes from March 31, 2022 and accepted. Read the minutes from July 7, 2022 accepted as amended. Read the minutes from October 25, 2022 accepted as amended.

Director’s report:

 Programs: Kristen Toole-grant for early literature program.

 Knit/crochet off November and December.

 Take home kits for early lit.

 Mobile Beacon Hotspots: possible donations by the Agricultural Committee.

 We have 3. There is a need, there are areas in Lanesborough with no

 internet access. Lisa from the AC asked if one could be held for AC members

 only. That can’t be, they have to be available to all residents. Lisa also

 wanted us to change the policy to 24 hours between individual checkouts.

 Upgrade in town hall and library: Windows project is done. No concern with

 Lead paint. Installers did not cover up or clean up

 Painting-Sheila set up meeting with general contractor and explained what

 They can and cannot do. Have plan for mural. Will close December 26-

 January 2, painting will be done December 27-30. Will not paint the office.

 Carpet-general contractor wants to install in January. Plan on installing the

 End of January. May have Ryan and Friends remove books from shelves if

 Needed.

 Employees sick time: effective September 28,2022

 New town website-access on and off. Added Trustees and terms.

Old business: Staff evaluations are done, plan to go over with staff in January

 Director job description for Town/HR-on hold to update on website.

 Long range plan-can scale back on involvement. Add what has been

 Accomplished. To be continued.

New business: Sheila requests the library closed December 26, 2022-January 2,

 2013 for painting. Motion made to close. All in favor yes. Post notices in town

 Hall, PO, website, senior door, sandwich board, email story time parents.

 Museum passes-reserve a week before closing, plan to make passes available.

Current insurance coverage for Library collection: current coverage for the Library

 Is $744,756 don’t know if the collection is included. More research is needed.

 Check ILL on Library website for information.

Meeting adjourned 7:20