



Milton Free Public Library

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Milton Free Public Library Trustees Minutes September 7, 2022

Roll Call Attendance: Trustees; Nancy Drew, Miranda Myhre, Anne Nute, Alternate Larry Brown, and Library Director, Betsy Baker were present. The meeting was called to order at 2:04 p.m. by Chairperson Anne Nute.

Approval of Minutes. The Minutes of the August 31, 2022 meeting were reviewed and approved. Anne Nute moved, seconded by Miranda Myhre that the minutes be accepted and placed on file in the library. All in favor. Motion carried. Anne Nute, aye; Nancy Drew, aye; Miranda Myhre, aye.

Librarian's Report: Library Director Betsy Baker presented the librarian's report for the month of September. Betsy said that she had three additional items to discuss.

First, there is a request to use the upstairs room for a private event. Permissions have been granted pre-covid, and the group has always adhered to building use requirements. Nancy Drew move, and Miranda Myhre seconded, all in favor. The motion carried. Nancy Drew, aye; Miranda Myhre, aye; Anne Nute, aye.

Second item. Betsy has a small laptop given to the library 7 or 8 years ago. It is lacking a hard drive. Anne Nute moved that the laptop settings be restored to factory default, and disposed of as the Director recommends. Miranda Myhre moved the request, seconded by Anne Nute. All in favor the motion carried. Miranda Myhre, aye; Anne Nute, aye; Nancy Drew, aye.

The third item to be included in the September Librarian's report regards repairs to the building: constructing storage shelves in the cellar and repairs to the front porch and steps. Trustees discussed creative ways to make these two projects happen without impacting the budget. Anne Nute moved, seconded by Nancy Drew. The motion carried. Anne Nute, aye; Miranda Myhre, aye; and Nancy Drew, aye.

Miranda Myhre moved to approved the Librarian's Report, Anne Nute seconded. All in favor, the motion carried. Nancy Drew, aye; Randy Myhre Myhre, aye; Anne Nute, aye. The Trustees recommended that the August September, 2022 report be placed on file with the minutes in the library office.

Treasurer's Report: Treasurer, Miranda Myhre presented the August statement. The beginning balance on August 1, 2022 was \$948.07; interest received, \$.01. Deposit of \$31.00, \$25 non resident fee and \$6 from the guilt jar. There were no checks written. The ending balance on August 31, 2022 is \$977.08. Nancy Drew moved to accept the Treasurer's report, Anne Nute seconded the motion. All in favor, the motion carried. Anne Nute, aye; Nancy Drew, aye; Miranda Myhre, aye.

Hiring New Staff Guidelines: Trustees discussed the process for hiring a new Library Director. They agreed on several locations to post the opening, They agreed that applications must be received by September 20, and interviews will be held on September 21.

2023 Budget: Director Betsy showed a print-out of the final 2023 library budget, which adhered to the guidelines of a 2% increase as directed by the budget committee. It was given to the town officials on September 6 as they requested. The meeting to review budgets for all departments will be held at the Town Office on September 15, 2022, at 5 pm.

Trustees planning to attend include Anne Nute, Chairperson; Miranda Myhre, Treasurer, and Larry Brown, Alternate in place of trustee Nancy Drew who is unable to attend.

Listening to the Employees: Director Betsy Baker expressed concerns regarding anticipated budget expenditures over the next several months. Miranda Myhre moved that all nonessential spending to put on hold, subject to review as needed. It was seconded by Anne Nute. The motion carried. Miranda Myhre, aye; Anne Nute, aye; Nancy Drew, aye.

Other Business: There is a gathering planned for Sunday, September 18th, at the Milton Town House, at 6:00 p.m. The invitation is open to everyone.

The next meeting is scheduled for September 21, 2022; 2:00 pm, at the Milton Free Public Library in Milton Mills.

The meeting was adjourned at 3:34 pm. moved by Miranda Myhre, seconded by Anne Nute. All in favor, the motion carried. Anne Nute, aye; Nancy Drew, aye; Miranda Myhre, aye.

Anne Nute

Miranda Myhre

Nancy Drew