

Princeton Public Library  
 Regular Meeting of the Board of Trustees  
 March 15, 2023  
 Matson Meeting Room and Zoom

President Carolyn Schafer convened the meeting at 7:02 p.m. Roll call attendance:

|                 | <b>Present</b> |
|-----------------|----------------|
| Jennifer Alter  |                |
| Mike Bettasso   |                |
| Tony Bonucci    | X              |
| Jan English     | X              |
| Drew Russell    | X              |
| Carolyn Schafer | X              |
| Lauren Smith    | X              |
| Lani Swinford   | X              |
| Jerry Thompson  | X              |

Also in attendance: Library Director Julie Wayland, Recording Secretary Marcie Jagers, Friends of the Library President Karen Towns

2. Agenda Adoption  
 No changes,

3. Public Participation

4. Minutes of the February 15, 2023, regular meeting were approved with no changes.

5. Treasurer’s Report

Jan reported the interest for the Kirkpatrick fund has been adding to the principal. That has been changed so that interest will be paid out. Discussion ensued. Carolyn will talk to Jen about the advantages of cashing in this 1% CD early to reinvest at a higher available rate.

Mike Bettasso joined the meeting at this time.

Any questions about the treasurer’s report can be emailed Julie, Carolyn, Jen or Tony.

6. **MOTION 23-010** Tony made a motion to approve payment of bills for February 28 in the amount of \$10,615.42 and March 15 in the amount of \$4,073.33, for a grand total of \$14,688.75. Jan seconded the motion, roll call vote:

|                 | Yes | No | Abstain |
|-----------------|-----|----|---------|
| Jennifer Alter  |     |    |         |
| Mike Bettasso   | X   |    |         |
| Tony Bonucci    | X   |    |         |
| Jan English     | X   |    |         |
| Drew Russell    | X   |    |         |
| Carolyn Schafer | X   |    |         |
| Lauren Smith    | X   |    |         |
| Lani Swinford   | X   |    |         |
| Jerry Thompson  | X   |    |         |

### 7. President's Report

Carolyn noted the Friends of the Library book sale is going on now. She also recognized the English and Hutchinson families for their continued community philanthropy. They are helping to bring a dog park to Princeton.

### 8. Committee Reports.

#### Building and Grounds.

- Julie noted a contract was signed with Getz Fire Equipment to maintain fire equipment and provide inspection. The cost is 1,665 per year.
- Tuesday we are switching to the VoIP phone system.
- Jan reported that Gary Marini from Ladd Upholstery has agreed to do some reupholstery of pieces in the youth services area. Jan and Julie are reviewing fabric choices.
- We are still waiting for a proposal from Elm City Lawn Care for lawn mowing, weed control and fertilizer.
- Jan asked about the ant traps that are visible in the women's restroom. Julie will get those removed.
- The light shades over reference and youth services were painted to provide better lighting.
- Bill Williams continues to update lighting and replace light bulbs.

### 9. Director's Report. Julie reviewed her report with the following notes or additions:

- A digitization grant we had hoped for won't cover newspapers. To view the 2017 and 2018 newspapers now available; visit our website, click on research, link to the BCR.
- Tina Nink has given her two-week notice. We won't hire a replacement immediately. Discussion ensued.
- A copy of the updated employee handbook is available tonight.
- We will promote Library Giving Day, April 4<sup>th</sup>, on social media.

10. Staff and Administration Report  
Reviewed the report.

11. Unfinished Business

Donor Wall. Carolyn met with Julie and Elise Swinford to review the project. Elise's estimate for her work is \$1,506 up to \$1,731. Discussion ensued. **MOTION 23-011** Jan made a motion to approve the estimate provided by Elise Swinford for the construction and installation of the donor wall. Jerry seconded the motion, roll call vote:

|                 | Yes | No | Abstain |
|-----------------|-----|----|---------|
| Jennifer Alter  |     |    |         |
| Mike Bettasso   | X   |    |         |
| Tony Bonucci    | X   |    |         |
| Jan English     | X   |    |         |
| Drew Russell    | X   |    |         |
| Carolyn Schafer | X   |    |         |
| Lauren Smith    | X   |    |         |
| Lani Swinford   |     |    | X       |
| Jerry Thompson  | X   |    |         |

Carolyn noted we will be adding plaques for each donor and not etching directly on the wood.

12. New Business

Julie emailed the budget and distributed a print copy tonight for review. Review and discussion ensued. Carolyn instructed the board members to look over the budget and address any questions to Julie or Jen. We will be voting to approve the budget next month.

13. Items for Next Agenda

Please let Julie know of any items for the next agenda.

14. Announcements

Julie asked board members to pick up a Statement of Economic Interest form tonight. Julie will get a form to the members not in attendance.

Karen reported for the Friends of the Library.

- The book sale started tonight with the members only preview. It will continue Thursday, Friday, and Saturday.
- They will sponsor the children's author, Laura Bird, during national library week. Her book is titled *Crossing the Pressure Line*.

The board expressed continued thanks to the Friends of the Library.

**MOTION 23-012** Tony made a motion to adjourn the regular meeting. Lani seconded the motion, motion carried. The meeting was adjourned at 7:42 p.m.

Respectfully submitted,

\_\_\_\_\_  
Marcie Jagers, Recording Secretary

\_\_\_\_\_ Minutes approved as read.

\_\_\_\_\_ Minutes approved as amended.

\_\_\_\_\_ Carolyn Schafer, President