

Carver Library Trustees Meeting
Minutes October 18, 2022

In attendance: Trustees Janet O'Connor, Chairman; Sharon Clarke, Peggy Wood, Mary Dormer, Linda Nardone, Marie Zweigman and Carole Julius, Director

The meeting was called to order at 5:10 by Chairman Janet O'Connor

Meeting minutes: June 21, 2022

On a motion by Peggy Wood, seconded by Janet O'Connor, it was voted 5-1 to approve the minutes of the June 21, 2022 meeting as amended. Sharon Clarke abstained.

Meeting Minutes: September 20, 2022

On a motion by Peggy Wood, seconded by Janet O'Connor, it was voted 5-1 to approve the minutes of the September 20, 2022. Sharon Clarke abstained.

Director's Report

Director Carole reported she had attended MCAD training and a SAILS meeting and sub-sponsor event that included a budget meeting

She noted the possibility (date and time TBD in November or January) of a paid in-service day for staff for IED training, safety training by the Police Chief and having a SAILS person come in for training. The Library would be closed for the trainings.

On a motion by Peg Wood, seconded by Janet O'Connor, it was voted unanimously to accept the Director's Report.

Building Maintenance Update

Director noted that the low bid for the general work had been kicked back to the middle bid after review by the Attorney General's office.

Plan is for the work to begin next month she does think the Library will have to close during work. Dave Siedentopf is the Project Manager and an Assistant Manager for Dave has been hired.

ARIS and Finance Reports

Director Carole noted she had filed ARIS and Finance reports which included an information survey which included on materials, adult, youth and children circulation numbers. She also noted the Library has had an 2.5% average in circulation for the past 3 years.

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Holiday hours:

Halloween – close at 4 p.m. that Thursday

Thanksgiving – closed at 4 the Wednesday before; closed Thursday – Sunday

Christmas – closed Christmas Eve – closed Christmas – Tuesday 12/27

New Year's – closed Saturday – Tuesday, January 3

Next meeting: November 15 at 5 p.m.

On a motion by Peg Wood, seconded by Marie Zweigman, it was voted unanimously to adjourn at 6:10 p.m.

Respectfully submitted,
Marie Zweigman
Secretary