

Brown Memorial Library Trustees Meeting  
2/15/2023  
Minutes

Meeting brought to order at 6:30 p.m. at Brown Memorial Library

Present: Secretary Caitlin Banaszak, Beth Ann Von Beren, , Treasurer Jason Grey,  
Library Director Ellen Barselle, Chair Devin Pendleton, Laura Beaton

Treasurer's Report:

We discussed the close of the year for the 2022 budget. Spending was slightly over for programs but donations mostly covered it. We are currently on track to spend our budget appropriately in 2023. The selectboard and budget committee have both recommended keeping our budget flat.

Quickbooks is discontinuing their support for payroll services for the desktop version. There is an option to transition to quickbooks online, but it is very expensive. We likely need to find a new way to conduct payroll. We are going to ask around and see what other towns are doing, and in the meantime we will do to physical checks until we get a new payroll with direct deposit system up and running.

Directors Report:

Circulation was down in December which is normal due to the holidays. We had a lot of January programs (maybe too many). The moon mama & nourish programs were rescheduled. March programming includes a young writers workshop, Kris Foss – intro to herbalism, birding program with Steve Hale (March or April), maybe a worms talk and honey bee talk.

Laura pointed out that the meeting minutes are not up to date on the town website. They are correct on the library website but not the town of Bradford website.

Ellen's Review

We still need to conduct Ellen's review and we need to get a survey to her employees for their comments.

Miscellaneous

We aren't sure whose terms are up when. Need to get that info from the town and make sure it is accurate.

The FRIENDS group is being disbanded due to lack of involvement. If they have any leftover money, where does it go? We discussed the possibility of consolidating all

of the different FRIENDS groups in Bradford into one single "FRIENDS of Bradford group".

Meeting adjourned at 7:30pm.

The next meeting of the Brown Memorial Library Trustees will be held Wednesday, March 15, 2023, 6:30 p.m. at Brown Memorial Library.