

Baxter Memorial Library Trustee Meeting Agenda

Nov 16, 2023, 6pm

In attendance: Shana Hickman, Emma Basham, Karen Rodis, and Kit Mead (on Zoom)

AGENDA

1. Approved Minutes from Oct 2023

2. Reviewed and Signed Warrants

3. Review financials incl budget FY25

4. Librarian's Report

- a. Stats are way up for October
- b. Cookbook club was a hit. Attendees chose the January cookbook (group will not meet in December)
- c. No attendance at VNH presentation, in spite of multiple patrons expressing interest.
- d. Librarian is now CPR certified

5. Public Comment

6. New Business:

- a. Discuss Annual Appeal
 - i. Karen will edit the letter & talk with town offices about getting it out
 - ii. We will ask volunteers for help stuffing envelopes on Sunday 12/3/23 at 4pm
 - iii. We will get the web link from Lucy
- b. Plan for Cookie Walk
 - i.
- c. Thank you event for volunteers- in January (Emma will plan)
- d. Start budget explainer for trustee binder
 - i. Emma will create a document explaining all of the budget items

Next Meeting: Thursday, Dec 21, 2023 at 6pm