

Newfield Public Library  
Board of Trustees  
July 16, 2024

Present: Sue Chaffee, Amy Brown, Theresa Albert, Amanda Birch, Tom Szebenyi, Cathy Griggs and Shelley Love

Meeting called to order at 6:05pm

- **Review of minutes:**  
Review of minutes from 6/18/24; Toml made motion to approve, Shelley Seconded. All in favor, motion approved.
  
- **Open Floor:** No speakers
  
- **Treasurer Report:** Theresa provided an overview of the financial reports for the past month; there are no concerns regarding revenue or expenditures at this time.
  - Cathy made motion to approve the current Treasurer Report, Shelley Seconded. All in favor, motion approved
  
- **Directors Report:** Sue presented:  
Review of June Programs, including but not limited to:
  - NCSD school visits
  - Talewise – Science Heroes Jr. (PreK and Kindergarten at NCSD)
  - Mushroom ID Hike
  - SRP kickoff events
  - Recipe of the Month has ended (funding has been used)  
Monthly/YTD Statistics, patron counts and usage trends  
Upcoming events that need Board participation
  - Old Home Days on July 26 (puppet show and workshop) and 27 (parade and book sale)
  - REV Theatre on Saturday, August 3 at 10:30 am: considering places to have the event; looking for outdoor space. The library backyard is not ideal due to neighboring yards. Possibly the Methodist Church that also have a pavilion.
  - Dusty and Dott on Tuesday, August 6 at 3 pm
  - SRP Celebration on Thursday, August 29 at 6 pm

Staffing/Volunteers: No SYEP Participants this year

Grants, Donations, Financial updates:

- Bullet Aid: Received \$4000 from Anna Kelles, \$2000 from Lea Webb not received yet. United Way grant approved for \$1350 (asked for \$1800)
- Grant ideas: New Community sign (Masons), outdoor furniture and storage.

Meetings/training: Sue continues with ongoing meetings with community collaborators

Building and Technology: Color printer needs to be replaced

Backyard: Next step is to bring in more fill. Masons are talking to a contractor about it

Received quote for reconfiguring the book drop: \$2800. No progress on other quotes. Gutters and bird nests need to be addressed

Priorities:

- Summer Reading Program
- Marketing
- Policy updates
- Safety training/program (CPR, AED)

Newfield History and Activity Center (NHAC) Updates: NHS waiting for town to put sign back up so they can finish ramp. 2024 is funded. 2025 budget conversation is ongoing

- **Correspondence and Communication:** None at this time
- **Old Business:**
  - Yardsale book sale: still waiting to hear details about date/time.
  - OHD Tent Set Up **Friday 7/26 10am (Cathy, Dave and Amy B. Sue)**
  - OHD Puppet Show: Assistance needed for after the show to create puppets **Friday 6:30pm-done (Cathy, Amanda, Amy B.)**
  - OHD Parade-Banner (2 people) followed by Winnie the Pooh book (with potentially Bob the Pumpkin “reading”)
  - OHD Book sale- updates and plans- committee sort 7/19, [OHD Book Sale Sign up](#) :Home Days Book Sale **Shelley and Amanda will set up Saturday a.m.**

### Booksale Shifts:

Time	Person 1	Person 2
10:00-12:00	Laurie, Shelley	Amy K
12:00-2:00	Carol	1-3 pm Karin
2:00-4:00	Tom	3-5 Amanda
4:00-5:00		Amanda

- All items will be \$1
  - There will be buy one get one free coupons available at the puppet event and also randomly given out
  - Karin and her committee are getting flats of books pulled for the sale
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- **New Business:** Amanda reviewed the board contact sheet and terms sheet that is used only internally (not available to the public)

Next Meeting: August 20, 2024 at 6:00

Adjourn: Shelley made motion to adjourn; Theresa Seconded. All in favor, motion approved

Meeting adjourned at 7:09pm

Respectfully submitted,  
Amy Brown