Middlesex Library Board Meeting

November 7, 2024

**Present-**

Rebecca Parshall- President

Beth Garlock- Librarian

Joylette Aaron- Secretary

Bonnie Oswold

**Absent-**

Win Harper

Dawn Kane

-Motion made by Bonnie Oswalt to approve Middlesex Public Library Disaster Preparedness Plan policy,with condition to add in insurance information after talking to Brian, second by Joylette Aaron,motion carried

-Motion to approve Meeting Room Policy by Joylette Aaron, second by Bonnie Oswalt, motion carried

-Motion to approve Personnel Policy by Rebecca Parshall, second by Joylette Aaron, motion carried

-Beth will contact sign maker, recommended by Win, to have a sign made for the library with the new name

-Rebecca will be resigning as President and from the board as of January 2025

-Long range plan- what we foresee in the future; i.e.renovation plans for library space, increased patronage, increased children and adult activities

-Beth has talked to a woman about possibly coming on as a library assistant, starting at 5 hours a week, paid an hourly rate of $15.38/hour

-Patron flow was higher than normal due to a tour stop, flow has decreased slightly again

Action Items

- Rebecca is emailing Brian about Financial Control Policy, EIN number, and separate tax exemption number (currently using Town’s)

-Brainstorm names of people to add to the board, need at least 2 more member

-Need to find confidentiality of library records policy to approve

Meeting adjourned at 5:10

Next Meeting December 5, 2024