Middlesex Library Board

July 14, 2025

**Present:**

Gordy Stringer- President

Bonnie Olswold- Vice President

Beth Garlock- Library Director

Chris Mays- Treasurer

Joylette Aaron- Secretary

John O’Shaugnessy

Regina Smith- Library Assistant

**New Business**

-Paperwork from Bank- Gordy and Beth re-signed signatures lines from bank

-Refers to Beth as Secretary- she has reached out to Christine from the bank to check on wording

-Approval of June 23, 2025 meeting minutes, first by Chris, second by Bonnie, approved

-Barcoding is complete

-All information is now digitized- genres of books that are taken out- adult fiction, nonfiction, children’s etc

-Regina works every Wednesday and when Beth needs her to fill in

Beth will be taking a vacation from July 19-July 25th, Regina will fill in

-Beth has her counts of the number of patrons that visit the library and the number of books that are taken out

-Currently Beth is not trained on the LIbby system (ordering books from other libraries in the system). The patrons now either look online or ask Beth

-Laptop for Beth.

-Get a quote for the purchase of the laptop through STLS and SCT (the town ITT providers)

-Ask how much for hardware and appropriate software loaded and ready to use

-Once obtain laptop have ITT provider also set up Microsoft on the patron computer

-Replacement color printer has been purchased- Epson ECO tank- $89 less than the HP that was returned

**Treasurer’s Report from Chris**

-Money market account started at $40,000 increased to $40,006.73

-Checking account $10,000 remain unchanged

-$32,915.13 balance remaining in Community Bank account- not including any outstanding balances. Money will be rolled over into money market account

-There does seem to be a discrepancy- the paperwork says there is a balance in excess of $130,000. Chris will be meeting with Denise to reconcile and go over finances

-Budget $1,000 line item DVDs Denise would like to move $300 from the DVD line item to office supply line item that is currently in the negative.-$152.65

Motion to approve moving $300 from DVD line item motion made by Bonnie, second by John, so approved

-Beth will no longer use the Community Bank debit card and exclusively use LNB card so we can close out the Community Bank account.

-Chris will also ask Denise if we started paying the town $425 as per a previous agrrement

**Old Business**

-security camera- speak with Dave about the purchase and installation as we are part of the town building

-lease- we are still waiting for a list of questions from the lawyer that need to be answered before we have a lease written

-insurance and waiver for off-site programming

-Gordy will call Dave about these issues and invite him to a future meeting

-removal of shelf to open up back space- Bob Quayle has offered to remove the shelf and would be paid $50 per hour.

-Motion to approve to payment to Bob by John second by Chris- motion approved

-Gordy will take some of the purged books to the Community House for their library

**Art Camp**-

-3rd Art Camp- August 4,6,8 2025

Approval to pay Miranda $225 ($30 per hour) plus reimbursement for supplies that she purchases including snacks and drinks

Motion to approve Beth’s art camp program Motion by Chris, second by John motion passes

**Adult Programming-**

Tracie Dolenor would host an adult painting class

Dave has approved the use of the upstairs space

**Next Meeting August 11 4:00pm**

Meeting adjourned 5:00