

Approved
Marc A. Hurzeler, MD Public Library
Trustee Meeting Minutes
June 10,2025

Meeting opened at 6:33.

Those present: Liz Milligan, Chair, Joy McCorkhill, Library Director, Bette Bovio. Brenda Roy and Jeanne Kenison.

Jeanne passed out the secretary's minutes for trustees to review. Multiple corrections and additions were made. Liz made a motion to accept the May 13,2025 minutes with corrections, seconded by Bette and accepted by all trustees.

No treasurer's report was available at this time.

Director's Report

The community discussion for the LTC Grant went well and all wanted covered exits. Regional Siding had come out to look at both doors and the awning. She finally heard back from them only to be told that they were too busy to do the work. If no other suggestions for names come up, she will go back to the original plans for the grant. She will prioritize what she had heard at the meeting and these will include memory/reminiscence kits, chairs, walkway and website.

The Ear loop / FM system will depend on the PA of the town. She had finally seen it when she came in today and took pictures of it.

Joy contacted Thorndike about discounts on large print orders. She ordered a set of LP from the state which will be on loan for 2 months. She has been looking at Kindle Paperwhites and found no reviews about missing texts when font was increased. They were reviewed as being the easiest for sight impaired. She had contacted Future in Sight about handheld magnification but they don't recommend any out there because it should be personalized. Some libraries use a desktop video magnifier or a CCTV but they are very expensive and bulky and she didn't think it would be worth the \$4000-5000 cost.

The NE ARLS Grant Award check was awarded in June. Joy has a signed agreement with Central Paving.

The SRP will be starting soon and the kick-off party will include cookie decorating. The Big Game Family Night will include pizza. The Big/Yard Games were ordered and has arrived, with the invoice being given to Friends for reimbursement. Joy will be making a policy on library items that will be presented at the August meeting. Big games will be going out for circulation after the SRP concludes in August.

The Website contract was signed and the first down payment was made. She has been working on getting them what they need to get started before we lose our site in October. Joy asked if there were any changes trustees wanted on our website. She recommended changes on the calendar to have color coding and to allow for more text.

Joy stated that usage of the 3D printer was increasing. She stated that she needs to limit what she's willing to do and will include this in a 3D Usage policy. The black filament is almost out. She has plenty of color left but black is the most popular color for those who want a specific color printed. She is trying to get a couple of black and grey from MHEC discount for about \$150. Liz suggested we include a line item for the 3D filaments on our next budget.

Joy stated she finally got her case submitted to Microsoft and they called and resolved the problem 5/31. She has since been able to get into the account. She is looking for free access to the business suite. Microsoft is changing what they offer for free and the basic plan doesn't include much but outlook and we don't use outlook. Joy feels that we need 2 subscriptions at \$36/yr that can be installed on 5 devices (1 for librarian and MAHL desk laptop and 1 for 3 user laptops). Currently, she is trying to figure out how to get our one drive on to the business version which has a terabyte of storage.

Emma will be on vacation the last week of June and Joy is looking for coverage, 3-4:30 on Monday and Tuesday June 23-24 and 9-1 on Thursday 6/26. If no one can volunteer for this, she will announce schedule change for that week.

Joy will be taking a vacation July 10-15. Emma will cover her Saturday but she may need assistance on the 15th depending on the number registered in the SRP. Joy will also take time off 9/19-9/22 (Friday through Monday). Emma will cover her Saturday.

The window in the non-fiction room has been fixed.

Joy has made changes in the MAHL Personnel Policy draft concerning the library director's use of a credit card in line with the town's policy on debit card use and vacation time. We will vote on this at the August meeting.

The next meeting will be on August 12 at 6:30.

Meeting adjourned 7:45.

