

Hopkinton Town Library  
Trustees Meeting  
April 18 2023—**DRAFT minutes**

Attendees: Donna Dunlop (Library Director), Nancy Skarmeas (Chair), Sarah Chiappetta (Secretary), Jason LaCombe (Correspondence Secretary)

Meeting Observer: Anna Horakova

Meeting was held in person at the library. Nancy opened the meeting at 7:08 pm

**SECRETARY'S REPORT**

The minutes of the February 21st meeting were reviewed.

Motion to accept: Nancy / Second: Jason / Vote: Unanimous

**TREASURER'S REPORT**

Accounts are looking normal and balanced.

We will be receiving the money from the Tarr trust soon.

Motion to accept: Jason / Second: Sarah / Vote: Unanimous.

**DIRECTOR'S REPORT**

Donna presented the expenditure so far this year, and we have spent approximately 23% so far this year, so we are right on track.

Donna has finished reviews of the staff, and is working on the salary increases for the staff.

Museum passes circulation was up by 50% this past month. The quiet study rooms have been very busy. The new library cards are up by 92%, but that was mostly due to the Kindergarten class coming for a visit and all of the visiting students getting a library card.

The Owl and the PussyCat show has started and is a great success. Next week is National Library week, and the library has posters and bookmarks to celebrate.

On April 26<sup>th</sup> the library will host a Home Energy Workshop.

The Patio project has been pushed back and will now start in May. Donna reviewed the pledges she has received from various benefactors in town towards the project. We will also be sharing information with the public on donating toward the project to celebrate Donna's retirement. We think we will start asking for public donations starting May 1st.

Rose will be starting on Wednesday, May 17th. Donna and Rose will have about a week and a half overlap for training. Trustees discussed the training schedule and expectations with Donna. The library might have a small gathering to acknowledge Donna's years of service to the town. **See director's report attached.**

**Board Roles**

Nancy no longer wants to be president of the Library Trustee Board, so we will look to fill her role next month.

**Fraud Policy** the trustees have readopted the policy.

**Solar Plans** Amy has met with Revision Energy and the rep from the Energy Committee, and there is a proposal for putting in an array on the lawn in front of the library. It would almost cover the Library's total energy usage.

Nancy adjourned the meeting at 8:10 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

**NEXT MEETING: 7:00 pm on 5/16/23**

