

March 19, 2025

Our Mission: to be the community hub connecting patrons to the world.

Jordan Bramley Library Board of Trustees

Wednesday March 19, 2025

Monthly Meeting

Attendance: M. Smart, A. Ryan, L. Byrnes, S. MacDowall, J. Buchmann

Absent: none

Guests: Maureen Doyle, Karen Schaub, Denise Cassick

Review of monthly minutes:

Mindy began the monthly meeting with a review of February's meeting minutes.

Motion to accept Secretary's report: motion: A Ryan, 2nd- S. MacDowell motion passed 3-0.

Guest: Maureen Doyle began by sharing museum updates with us: The IB program with the school has started. They have 8th grade boys looking to interview Veterans (they came with the idea). They are hoping to have 2 veterans each week for the boys to be interviewed. She showed a draft of the photo book and the finished product should be available in another week for sale. Mr. Sherman is also booked to bring his 4th grade classes to the museum. She also shared some upcoming guest speakers coming in April and passed around their schedule of events. They have also officially adopted "Peggy" a 100 year old doll!

Julie shared the director's report: Stew mentioned the door cost approximately \$7500. We are still looking to finish out the construction grant. Julianna reported that the program they currently use for financials is becoming "shaky." A new subscription to Quickbooks would cost about \$2100. Julie offered to do our financials from home. Stew mentioned that we should check in with Elbridge to see how that arrangement is working out for them.

A motion to accept the director's and treasurer's report: motion: S. MacDowall, 2nd-M. Smart motion passed: 3-0.

A motion to accept the state report: motion- M. Smart, 2nd S. MacDowall motion passed 3-0.

Committees: we have an executive committee.

Financial: Mindy & Stew

Policies: Mindy

5 Year Plan: Ashley (maybe Karen?!)

Motion to approve the agreement between the Jordan Bramley library and the Historical society: motion- S. MacDowall, 2nd- A. Ryan motion passed 3-0

Volunteer Policy has been open to the public for 30 days. Motion to accept the Volunteer Policy: motion- A. Ryan 2nd- S. MacDowall motion passed 3-0

Mindy shared a compiled printed copy of the by-laws. One amendment was made to Section 5.02 to read that meeting dates would be posted on the library website. We will officially approve these by-laws at our next annual meeting.

Jordan Community Council: Stew, Julianna, and Mindy met prior to Mindy's meeting with Brad Hamer. Mindy reported that it was a positive meeting and read the letter from the council indicating the new agreement. Mindy asked if we need to fill out the grant requests (yes for gingerbread houses and summer reading). Also, if we have a big project, they would want to help us. They would just want the information ahead of time, and if they had the money would help. We will keep the book tent going at the Fall Festival. By April 1st we will get them the list of expenses.

A motion was made to accept the agreement between the Jordan Community Council and the Jordan Bramley Library: motion- S. MacDowall, 2nd- M. Smart motion passed 3-0.

MML account: Chris Decola is willing to meet with whoever wants to attend. Mindy, Stew, Linda and Julie will plan to meet prior to meeting with Chris to discuss the accounts in more detail. They will meet Monday the 24th.

Easter Bunny Event: Mindy has already filled 150 eggs. Elaine will be the Easter bunny. We will ask the school to send Parent Square Messages out. Every child will get a book. We will have a station for parents to read to their kids. Adding "blind date with a book." Denise will man Make and Take, with 4 helpers, Mindy-egg hunt, Stew-raffle baskets, Linda- front desk- blind date with a book, Elaine is bunny, Ashley can float, direct traffic, advertise, Julie will count at door. Julie will create a facebook event to advertise.

New/Old News: Front door is being installed. Disaster plan: Mindy shared that the town was interested in potentially using the library space in the event of the disaster. Mindy also reached out to the superintendent and school board president.

Around the table:

Ashley: Excited about IB Early literacy project and is wondering if there are ways that the library can offer reading buddy opportunities for 3YP and younger. The group discussed a survey and a possible sign up for families at the Easter Bunny Event.

Stew: one of the most productive meetings in a while!

Karen: wondering what is expected of a board member? What is our vision?

Maureen: Great meeting!

Denise: a patron commented on how thoughtful Linda was for putting a book on hold for him.

Linda: Julie did a great job with the annual report. Wanted to put in our minds having a program in December after the gala for kids to come pick out gifts for their parents, grandparents, teachers etc.

Julie: new payroll company ADP, monthly price offering is half the price of Paychecks. It was recommended to call Paychecks and let them know to see if they would give another quote. Julie will get us quotes via email to vote.

A motion was made to adjourn to go to executive session: motion S. MacDowall, 2nd-M. Smart motion passed 3-0

The board entered executive session: 8:16pm

The board came back into session: 8:35pm

Motion to accept Karen Schaub as a JBL trustee-motion M. Smart, 2nd- S. MacDowall motion passed 3-0.

Motion to accept the purchase of 3 Blink Cameras and subscription for a year-  
motion- S.MacDowall, 2nd- A. Ryan motion passed 3-0

A motion was made to adjourn the meeting- motion- A.Ryan, 2nd- S. MacDowall  
motion passed 3-0

Meeting adjourned: 8:39 pm

Respectfully submitted,

*Ashley Ryan*