

# MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

August 7, 2024

**Trustees Present:** Jen Phillips, Debbie Ricker, Lynn Soucie, Kate Ver Ploeg, Karyn Quinn, Allison Friend-Gray

**Others Present:** Amanda Stevens, Interim Library Director

**Members of Public:** none

The meeting/policy workshop was called to order at 1:05PM.

## Policy Review:

- Nonsmoking Policy (revision):
  - Review of the nonsmoking policy was tabled until the next meeting to allow for a review of the Town's "No Smoking / Tobacco Policy" approved by the Select Board on August 5.
- Competitive Bid Waiver Policy (NEW):
  - DRAFT Competitive Bid Waiver Policy was reviewed.
  - Lynn Soucie motioned to adopt the policy as submitted, and Kate Ver Ploeg seconded. All voted in favor.
- Investment Policy (NEW):
  - DRAFT Investment Policy was reviewed and amended.
  - Lynn Soucie motioned to adopt the policy as amended, and Debbie Ricker seconded. All voted in favor.
  - A hard copy of the policy will be made available for Trustees signatures.
- Adventure Backpacks Borrower Policy & Agreement (NEW):
  - Revised DRAFT Adventure Backpack Borrower Policy & Agreement (multiple) was reviewed and amended.
  - Lynn Soucie motioned to adopt the policy (to include each backpack version) as amended, and Kate Ver Ploeg seconded. All voted in favor.

## Library Interior:

- Flooring/Carpet:
  - Reviewed three vendor quotes received.
  - Lynn Soucie motioned to authorize the Interim Director to move forward with Empire Today as the flooring vendor. Jen Phillips seconded the motion. All voted in favor.
  - Amanda will work with the vendor and bring a revised quote(s) to the Trustees with flooring options/choices for approval.
- Discussed ideas from staff for furniture/space changes for consideration.
- Discussed pursuing a grant for replacing lighting (energy saving/upgrade).

**Next Meeting:** Wednesday, August 21 at 4:00 PM

Jen moved to adjourn, and the meeting ended at 2:02PM.

Respectfully submitted,

Debbie Ricker

*Approved on August 29, 2024*