

Minutes of the Richard Sugden Library Trustees Meeting  
January 8, 2018

In attendance: Cheryl Donahue, Director, Deborah Kirk, Children's Librarian  
Trustees: Amy Paul, Mary Anne Slack, Lynn Dobson, chair

Minutes from the November 13<sup>th</sup> meeting were read and accepted.

Children's Librarian's Report:

- Children's programs attendance has been increasing.
- Attendance at programs provided by CFC has decreased.
- Passive programming averaged 29 participants per week for November and 27 per week for December. 14 participants came in during Christmas vacation week.
- The Escape Room attracted 60 participants, many of whom had never been to the library. The program was very successful and hopefully will be held again.
- Children's library staff has gone to Wire Village School for book talks, working with eight classrooms by the end of January.

Director's Report:

- The proposed budget for the upcoming fiscal year is due. Paperwork has been submitted to request capital funding for a new HVAC system. Additional personnel for weekend hours was requested.
- Cheryl visited the newly renovated Hopkinton Public Library.
- Collected items for Operation Undercover and for the local food bank were delivered.
- Library events have received positive coverage in the New Leader.
- Bill Dobson has held two chess classes.
- The Second Open Mic Night was held with over 20 participants, half of whom were new. The program will resume in the spring.

Building Issues:

- The library was closed on January 4<sup>th</sup> due to a snowstorm. Town Hall was also closed.
- Arrangements are being made through the county sheriff's office to have inmates come to clean the library on a Friday, when the library is closed.
- Falcon Services assessed the mold and wet carpets of the children's area. They applied waterproofing to the lower outside walls. They also replaced and repaired some roof shingles.
- The defective computer in the Children's Room has been replaced and another computer has been added to the Young Adult area.

The meeting was adjourned at 5:35 PM. The next meeting will be Monday, February 12<sup>th</sup> at 4:30 PM.