

Thomas Crane Public Library
Board of Trustees Meeting Minutes Draft
October 12, 2023
Main Library

Trustees Present

May Mayyasi, Arthur Foley, Corinne Mitchell, Liberty Schaaf, and Peter Tam

Staff Present

Director Sara Slymon, Deputy Director Kristy Lockhart, Technology Director Taylor Devlin

Call to Order

Chair Corinne Mitchell presided and convened the meeting at 8:37 AM.

Approval of the June 2023 Minutes

Ms. Liberty Schaaf made motion to approve June 2023 Meeting Minutes, Mr. Arthur Foley seconded, and all approved.

Director's Report

Ms. Sara Slymon reported a \$2000 donation for sewing machines and iPads for Maker's Space. Demolition in the old bookstore will start soon with the Reference Department moving down there. Nov. 8th is the next staff day.

Treasurer's Report

No reimbursement checks in September.

Friend's Report

Ms. Kristy Lockhart reported that the Friends approved all programmatic requests while continuing to support the Bookstore Committee. Their Annual Membership Drive is coming up in November/December. There was also a discussion about reorganizing duties on the Board. The Bookstore Committee will rework their financial process as hours get expanded.

TCPL Foundation Liaison's Report

Ms. Mitchell reported that the next steps for the Foundation is to have a Trustee appointed to oversee Foundation funds.

Old Business

Ms. Mitchell brought up a request to have department heads report from time to time at Trustee Meetings. Trustees discussed but nothing finalized.

Ms. Mayyasi made a motion to approve the Open Meeting Policy Discussion, Mr. Foley seconded, all approved.

Mr. Tam made a motion to approve the Collection & Development Policy, Ms. Mayyasi seconded, all approved.

The trustees deferred the Bylaws Revision discussion to the next meeting.

The trustees discussed the Library Director's Evaluation with a committee to be formed at the beginning of 2024.

New Business

No new Business

Adjournment

With no further business, Ms. Mitchell adjourned the meeting at 9:59 AM. The Trustee's next meeting is on Nov. 9 2023.