

Hamilton Memorial Library
Meeting Minutes
March 31, 2022

Secretary's Report from March 21 was read and accepted as written.

Director's Report: Judy reported that in order to use KOHA we need Safari as a browser. We have it on the laptop but the desktop may not have it.

The boxed books from the Town Hall have been processed and some still need shelving. Judy thinks patrons will be able to take books out by Opening day April 5.

Judy presented two choices for a story time rug. This vote will be by email when she can find the right size for that space.

We discussed the quote from CW Mars and she presented us with copies. As long as the small library grants are available, the cost to us would be \$874/yr in 2023 and \$623 in 2024. Right now we pay \$1300/yr for KOHA. Judy will find out how many years the grants will be available. We'll vote at our next meeting about whether to change systems. Libby doesn't change (online reading). Bar codes and patrons can be transferred into the new system, and the books won't need to be scanned individually. We talked about the possibility of having a small tutorial session for the public about how to use CWMars.

Judy reported that "evening hours" are covered by staying open until 6 so the hours will remain as stated.

New Business: The new contract for Judy has been retyped and signed for up to one year. Advertising for an assistant will continue.

Card Catalog: John Hultman from the Historical Society will look at them to see if they want one/both? They will eventually be taking the mineral collection into the Chester Historical Museum. Judy will take a picture of the catalogs and post on "CW info".

Chester on Track: We decided not to have the museum open this year. We could possibly have a DVD sale/Seed giveaway?

Open House... TBD possibly Chester on Track?

Finance Committee: We presented our needs and they will have to consider it and then make their recommendations to the Selectboard. Final decision is made at the Town Meeting Vote.

Ordering Materials We have monies that need to be spent this fiscal year. We discussed different companies to order from.

Purchases: We approved Karen getting long rug and new telephone. The answering machine on the phone needs to be changed to reflect Opening.

Next Meeting: **Tuesday, April 19 at 3:00**

