

**Wolcott Public Library  
Board of Trustees Meeting  
December 20, 2023**

**Board Members Present:** Bob Reed, Terry Van Fleet, Steve Monroe, Bobby-Jo Mendenhall, Deb Lewis, Ginny Keenan, Director- Dottie Patt, Bookkeeper-Kristl Spalding

**Call to order** – The meeting was called to order at 6:33 pm by President Bob Reed.

**Minutes of the last meeting** – Minutes of the November meeting were reviewed. A motion was made by Bobby-Jo and seconded by Deb to approve the minutes with a correction to the Fines Policy that it was not approved at the last meeting but would be voted on this meeting. Motion unanimously approved.

**Treasurer's Report** – The financial reports for November were reviewed. Expenses were reported to be right on target and income is better than projected partially from grants. Bobby-Jo made a motion to approve the expenditures report and it was seconded by Terry. Motion unanimously approved.

**Circulation reports** – Reports reviewed for November. Circulation was 1325 and 337 for e-books/e-audio/e-magazine.

**Library Director Report:**

**Fines Free Policy Vote** – Many libraries have fine-free policies. A list of these reviewed. A motion was made by Bobby-Jo and seconded by Deb to have no fines at the library unless an item is never returned and then the fee is the cost of the item to be replaced. Motion unanimously approved. Dottie will look into whether a policy for this is needed.

**Instant Pot Cooking Program series** – There have been three sessions held at the library and five families participated. The feedback was that the programs were very much enjoyed.

**Story Hour** – The attendance for Story Hour has been poor, so Story Hour at the library has been stopped at this time.

**New Clerk Hire** – There was a recent clerk resignation, so Dottie is currently working on Saturdays to cover until another clerk is hired.

**Credit Card Policy** – Dottie presented a draft Credit Card policy based on review of several policies by other libraries. Bobby-Jo made a motion and it was seconded by Deb to approve the Credit Card policy. Motion unanimously approved.

**Old Business –**

**Library 2024 budget** – The proposed Wolcott Public Library 2024 budget was reviewed. A motion was made by Bobby-Jo and seconded by Deb to approve the proposed 2024 budget with the air conditioner change discussed. The motion was unanimously approved.

**Public Library Association & AT & T grant for Affordable Internet Connectivity Program final report –**

Ginny reported that the library's final report for this grant has been submitted as of December 18, 2023. The remaining funds from the \$1500 grant can be used for anything the library feels would support digital learning in the future i.e. computers, chrome books, hot spots, trainer for more digital classes, etc.

**New Business** – None at this time.

**Other** – None at this time.

**Date of next meeting** – **The next Board of Trustees meeting will be held on Wednesday, January 17, 2024, at 6:30 p.m.**

The meeting was adjourned by President Bob Reed at 7:19 pm.

Respectfully submitted,  
Ginny Keenan, Board Secretary