

Meeting of The Essex Free Library Board of Trustees

November 20, 2024

Present:

Emily Gibbs, Janet Watts, Marie Froeschl, Pam Blake, Allan Ramsey, Victoria Tibbits

Remote:

Bonnie Doble, Iris Banks, Caitlin Corliss

1. **Call to order:** 7:01 pm
2. **Agenda changes** - none
3. **Review and Approve Minutes** - Allan moved to approve and Emily seconded. All approved.
4. **Announcements** - none
5. **Library Director's Report** -
 - The staff has been engaged in many professional development activities. It is exciting to see the quality and motivation of the library staff team.
 - The D&D group has 2-3 teens attending right now. Dan is doing a great job.
 - 3,000 COVID tests have been ordered with Brownell Library. Emily mentioned that if more are needed, she can get them from the Common Ground Center.
 - A group from Maple Ridge came in a van today. It was a nice turnout. Working with Maple Ridge to create a delivery system.
 - The Montessori children have returned to the library for storytime.
 - There are now 2 passes for the Petra Cliffs Climbing Gym! 1 person per pass.
 - Hoopala is still being evaluated and will still be available until at least January. Suggestions were made to give patrons at least a month's notice before canceling.

- Biblio Plus is still quite new so no stats are available yet.
- Palace Project is a free service to libraries. It is available to our patrons under the digital icon on the website. It offers audio and ebooks.
- Banned Book Club can be joined by anyone (need not be a patron or have an I.D.)

6. **Business -**

a. Elect Officers -

Chair - Allan nominated Janet, Emily seconded, all approved

Vice chair - Allan nominated Marie, Emily seconded, all approved

Secretary - Marie nominated Pam, Iris seconded, all approved

b. Friends Update - Craft/Bake Sale a success! Raised \$1,700. Memorial Hall well attended do to ballon signs set up by Janet. May be a possibility of using the Grange Hall in the future. Friends are giving extra money to support the Summer Reading Program.

c. The Patron Code of Behavior Policy was reviewed and approved with changes. Victoria to update with the changes and include with the minutes.

d. Other - No December meeting. March 4, 2025 is the Town Meeting. Will discuss Trustees presence at the January meeting.

8. **Adjourned:** 8:11 pm



ESSEX FREE LIBRARY

Patron Code of Behavior – Shows Edits

The Essex Free Library staff is committed to creating and maintaining a welcoming and safe atmosphere for all who use our services. ~~To do so, we ask patrons to abide by the following code of conduct:~~ **Patrons support this commitment by complying with the following code of conduct:**

1. ~~Please Respect~~ all who use the library services. **Do not interfere with other patrons' use of the library.**
2. Disruptive or threatening behavior and the use of offensive language are ~~not permitted~~ **forbidden.**
3. ~~Please~~ Respect library property. All library items and property ~~should~~ **must** be treated with care.
4. ~~We ask that~~ Children aged 8 and under ~~be~~ are to be accompanied by a responsible adult.
5. ~~Clothes and shoes must be worn inside~~ **Patrons must be fully clothed in** the library at all times. **No bare feet allowed.**
6. Patrons are requested to limit all cell phone conversations and to avoid areas where other patrons are reading or studying.
7. Electronic devices with sound may be used at a volume that does not disturb others.
8. Unless authorized by the Library Director or Library Board of Trustees, ~~political~~ soliciting or conducting private for-profit business is not permitted.
9. The smoking of legal or illegal substances, including vaping and smoking e-cigarettes, is prohibited both within and outside the building.
10. Service animals are welcome, but pets and other animals are not permitted except for approved library programs.

11. Food and beverage ~~should~~ must not come in contact with library materials, ~~furniture~~
upholstery, or computers.

12. No weapons are permitted in the library.

13. Do not come into the library if you have a contagious illness.

Essex Free Library ~~is committed to abiding~~ abides by federal, state, and local laws and ordinances.

Date Approved: 11/20/2024



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