**Call to Order:** 7:02pm

**Roll Call:** Ann Rogers Lane, Mary Jane Stoltz, Sally Healy Frank, Rebecca Keough, Piety Exley and Nikki Lund. Not in attendance: Nick Cohen, Lisa Moore.

**Public Comment Time Allotment:** None

**Secretary’s Report:** Sally motioned, and MJ seconded, to approve the September Minutes. Approved by all.

**Director’s Monthly Report & Statistics:**  See attached. September numbers about the same as last year with a few more saying Bristol is their home library.

The regular programs are going well however Game Night will no longer be able to run after December, since Sally is stepping down from the Board and non-Board members are not permitted to have the library open after house.

The first ONYA event went very well and the next one is October 28th at 11am – the Artists Among Us.

The Great Give Back box is already in the library.

Signs are up for Trunk or Treat in various locations around town.

The Memoir Group is full and starts on October 23rd – Mondays 3-5pm and Tuesdays 12-2pm.

Piety is working on having the AARP Safe Driving Course at the library in the not-too-distant future.

There will be an in-library book sale after Thanksgiving running up to the holidays.

Last year, Santa’s Story Time had one attendee (with family) and Ann suggested that we have a family open house. Piety is going to check on Santa’s availability with an aim to having the open house on December 18th.

Staff and Trustees are required to complete the Sexual Harassment training shortly and Piety will send out a link to all with a request to let her know when the course is completed.

Piety has joined the Library Skills academy (a mini course of MLIS).

**Committee Reports:**

**Finance Committee:** Mary Jane Stoltz

* Monthly Reports previously emailed to the Board. Mary Jane motioned to approve, Ann seconded – all agreed.
* Monthly Bill Review – MJ, Sally and Rebecca.
* IRS issue status – as before with no changes. The penalty hasn’t been changed and the IRS has not processed our forgiveness.

**Grant Committee:** Rebecca Keough

* ONYA Grant Status — ONYA Speaker Series began on September 16th and was well attended; the next event will be on October 28th. Kudos was given to Rebecca, and thanks to Piety for recording the event and providing support.
* Waiting to get estimates for the ALA Grant. Two separate estimates: bathroom and doors. Contingent on the cost, other items will have to wait.

**Operations Committee:** Ann Rogers Lane

* Little Library at South Bristol status – no update so presume it has not yet been installed.
* Piety wrote a write-up for South Bristol Things To Do (part of the South Bristol Official Town Website). sent it to Judy Voss. Nothing has been seen on the website to date.

**Fundraising Committee:**

* Wreath sales. Ann contacted with supplied. We will take orders and the wreaths will be received the week after Thanksgiving. The selling price is $40 and Ann will send out information as soon as it is received.
* The Fundraising Letter should go out before Thanksgiving.

**Policy Committee:** Mary Jane and Piety

* Change to the policy for financial office not being one of the people to approve financials will be changed to allow the Financial Office to approve.

**Personnel:**

* The Project Manager position has been posted. Piety will send copies of responses to Rebecca for review.
* We need a slate of officers ready for the next Board meeting to be ready for voting on in December. Ann has agreed to stay on as president for a year. It was suggested that we have a different president so Ann could work as advisor to that person.

**Board Communication Committee:** Sally Healy Frank

* Five gifts in memory of Beverly Houseman were received and the appropriate thank-you cards have been sent.

**New Business:** None

**Adjourned:** Rebecca made a motion to adjourn – all approved. Meeting adjourned at 7:52.

Next meeting November 14th.