

Hopkinton Town Library  
Trustees Meeting  
November 15, 2022—**DRAFT minutes**

Attendees: Donna Dunlop (Library Director), Nancy Skarmeas (Chair), Sarah Chiappetta (Secretary), Amy Stone (Foundation Liaison), Jason LaCombe (Correspondence Secretary), Jim O'Rourke (Treasurer)

Meeting was held in person at the library. Nancy opened the meeting at 7:02 pm

**SECRETARY'S REPORT**

The minutes of the September meeting were reviewed.  
Motion to accept: Jason / Second: Nancy / Amy: abstain

**TREASURER'S REPORT**

Accounts are looking fine. Motion to accept: Jason / Second: Nancy / Vote: Unanimous.

**DIRECTOR'S REPORT**

Caroline Pynes will be starting as a part time reference library and working on Sundays. We are right on track with the budget. The meeting with the select board to present the 2023 budget went well. Circulation is holding steady, and ebook usage is up 23%. The library has been busy with an increase of 23% in visits. The group had a discussion of rising cases in RSV. The library will be adding Kanopy, which is a new movie service. The programs are going wonderfully and have been well attended. The library will be giving a puppet show during Starry Starry Weekend. The town is putting together an energy committee, and the committee will be looking at each building and hopefully conducting an energy assessment in 2023. A discussion followed on potentially installing solar panels in the field at the library. Amy will look into getting a consultation for having solar panels installed at the library. Social Emotional Learning backpacks are now available for families to check out at the library.

**See director's report attached.**

**Patio Project**

Jason presented sketches for the patio. The patio would be outside of the community room. He has gotten one estimate in and is waiting on two to three more. This could potentially happen next Spring if the trustees and foundation agree to go ahead with the project. Amy will hopefully have all of the estimates to present to the foundation before their meeting on December 15th, 2022.

**Internet Use Policy Review**

The trustees had minor grammatical edits. We will be adding in a sentence regarding prohibiting illegal activity and the library's right to contact the police if there is illegal activity observed.

The trustees approved a payment from the capital improvement budget to pay for the sprinkler repairs.

Nancy adjourned the meeting at 8:10 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

**NEXT MEETING: January 17th, 2023 at 7:00 pm. In the Community Room.**