

Readfield Community Library Board of Trustees  
December 13, 2023

The meeting was called to order at 6:35pm. The meeting was held in person at Giles Hall and by Zoom. Trustees in person were Jen Bonnefond, Jackie Drouin, and Deb Peale. Attending by Zoom were Pat Clark, Maureen Erb, and Chris Olson. Excused were Sonya Clark, Pam Mitchell and Brenda Lake. Also present were our Librarian Melissa Small and Eric Dyer, Town Manager.

**Town Manager, Eric Dyer:** (to discuss possible upstairs room use):

- The Select Board is looking into hiring a Community Programming Coordinator and possibly using a room upstairs at the library as a central location for the office of the new coordinator. The Select Board is still working on the job description. The position would need to be voted on and approved by the town at the June 2024 elections and would start no earlier than July 1, 2024.
- Melissa wants to make sure the upstairs shared space still supports remote workers.
- For the January 10th Library Board meeting, Select Board member Sean Keegan will join to have a follow-up discussion about the Community Programming Coordinator and possible use of library space.
- Library Board members should brainstorm any pros and cons to this possible use of upstairs space to pass along to Eric and Select Board.

Melissa is applying for a New England Libraries Sustainability Grant through the Association for Rural and Small Libraries. The grant is for two heat pumps and a condenser for the upstairs (2 back rooms) of the library.

The Library Board will review November minutes, October, November and December Financial reports, and the proposed FY 2025 budget at the January 10th meeting.

The meeting was adjourned at 7:05pm. Deb made a motion; Maureen seconded; all approved.

Submitted by Jen Bonnefond