

**Thomas Crane Public Library**  
**Board of Trustees Meeting Minutes**  
October 12, 2023  
Main Library

**Trustees Present**

May Mayyasi, Arthur Foley, Corinne Mitchell, Liberty Schaaf, and Peter Tam

**Staff Present**

Director Sara Slymon, Deputy Director Kristy Lockhart, Technology Director Taylor Devlin

**Call to Order**

Chair Corinne Mitchell presided and convened the meeting at 8:37 AM.

**Approval of the June 2023 Minutes**

Ms. Liberty Schaaf made motion to approve June 2023 Meeting Minutes, Mr. Arthur Foley seconded, and all approved.

**Director's Report**

Ms. Sara Slymon reported a \$2000 donation for sewing machines and iPads for Maker's Space. Demolition in the old bookstore will start soon with the Reference Department moving down there. Nov. 8<sup>th</sup> is the next staff day.

**Treasurer's Report**

No reimbursement checks in September.

**Friend's Report**

Ms. Kristy Lockhart reported that the Friends approved all programmatic requests while continuing to support the Bookstore Committee. Their Annual Membership Drive is coming up in November/December. There was also a discussion about reorganizing duties on the Board. The Bookstore Committee will rework their financial process as hours get expanded.

**TCPL Foundation Liaison's Report**

Ms. Mitchell reported that the next steps for the Foundation is to have a Trustee appointed to oversee Foundation funds.

**Old Business**

Ms. Mitchell brought up a request to have department heads report from time to time at Trustee Meetings. Trustees discussed but nothing finalized.

Ms. Mayyasi made a motion to approve the Open Meeting Policy Discussion, Mr. Foley seconded, all approved.

Mr. Tam made a motion to approve the Collection & Development Policy, Ms. Mayyasi seconded, all approved.

The trustees deferred the Bylaws Revision discussion to the next meeting.

The trustees discussed the Library Director's Evaluation with a committee to be formed at the beginning of 2024.

**New Business**

No new Business

**Adjournment**

With no further business, Ms. Mitchell adjourned the meeting at 9:59 AM. The Trustee's next meeting is on Nov. 9 2023.