

**Northwood Libraries
Board of Trustees
MINUTES
Work Session
March 21, 2024**

APPROVED

Attending: Betty Smith, Chair; Pat Vaillancourt, Treasurer; Donna Bunker, Library Director; Liz Durfee, Master Plan; Diane Kizirian, Assistant Director; Katherine Marino, Technology Librarian

The meeting began at 12:30 p.m. Prior to the start of the meeting, Pat and Donna showed Liz around the library so she could see the physical layout. Liz took photos of different areas.

Liz explained the Master Plan process. The last Master Plan completed was in 2004. The Master Plan is now being updated and the Chesley Memorial Library is part of the Community Facilities, Natural Resources & Water Resources, and Recreation Chapters. The town recently conducted a survey focused on those chapters and Liz will send the results to the library via email.

Donna asked why the library was not included in a question about how often do you visit locations in town. Liz answered that the library probably should have been included.

Liz asked what challenges faced the library. Staff and trustees shared that limited space and staffing create the biggest challenges. Betty and Pat shared that the library trustees have tried to address both needs through the budget process but warrant articles have not succeeded.

The meeting was adjourned by consensus at 1:45 p.m.

Respectfully submitted,

Donna Bunker
Library Director