

Oxford Library Board Meeting Minutes

December 4, 2023

Present: Jayne Keiser, Deb Kinney, Lauren Roberts, Billie Ruden, Colleen Bowers, Elizabeth Spratt, and Jessica Arieux

Absent: Megan Dial-Lapcewich

Minutes: A motion was made and seconded by Kinney/Arieux to approve the November minutes. Motion carried.

Librarian Report - In November the library was open 62.5 hours with 213 patrons in the library, 8 computer users, 178 physical materials and 129 e-books were checked out. Four new library cards were issued. 80 patrons attended the various programs in the library. Ten craft bags and 145 coloring pages were distributed.

Light Up Oxford - Light Up Oxford's library activities were a big success. 478 people attended the Library's activities throughout the night. All of Billie's hats were sold with the proceeds (\$150) going to the library. The Elf passports that began at the library were a big boost to the library's attendance. The prizes for the Elf hunt will be awarded by Lauren soon. Lauren indicated that she will head up the Elf hunt next year to avoid the issues that occurred this year.

Donations to Library - A donation of \$250 was given to the library which will be used for a new trash can and a library chair. The \$150 from the hat sales were also donated to the library.

Library Marketing Update - Lauren had the library banner made that will be used for library programs at different venues. She also had business cards made, and will be updating the library website with the new library logo and fonts.

Library Policy Review - Circulation, Collection Development and Conduct policies were reviewed by the board. The changes to the policies will be updated by Lauren.

Strategic Plan Meeting - January 9 was selected as the date for the Library Board and community stake holders to review and update the Oxford Library's Strategic Plan.

The next meeting will be Monday, February 5, at 6:30 P.M. at the library.

Motion made and seconded by Keiser/Ruden to adjourn the meeting. Motion carried.

