

**George H. Stowell Library Trustee Work Session Minutes  
Tuesday, August 23 2022 at the Stowell Library**

Present

Richard Scheuer, Kathi Patterson, Laura Cousineau, Stephanie McAndrew,

**Assumptions for Operating Costs**

Overall

Numbers given are in present day value

Payroll

- Open 20 hours
- 25 hours librarian plus 20 hours librarian assistant(s)
- \$18 librarian, \$13 for aides

Janitorial Services

- 3 hours per week at \$20 per hour. Hours are the same because new building is on one floor plus mezzanine and new building on multiple levels

Electricity/Heat/Air conditioning

- Energy efficient buildings and heat pumps in both locations.
- New building: \$6102 at 20¢ KWH plus current costs for electricity (\$1750)
- Waiting for Stowell numbers from MA+KE.
- Assume Stowell will have more units and will not be as efficient.
- Lighting and computer electricity costs are similar between buildings
- Assume number of different rooms and levels need more lighting than open area in new building

Telephone

- Extra phone needed for kitchen; fire regulation

Books/Periodicals/Audio-Visuals

- Total = \$4,500 (books, increase) + 400 (periodicals, increase) + 100 (audio-visual, decrease)

Programming

- New budget line needed to reflect current activities and expanded program
- Donations and grants will be used when possible; donations funded 100% this year.
- Over 500 attendees at half-year point in this year
- Net amount = \$1,000

General Supplies and others are the same except for Postage that goes to increased box rent cost and postage

Renovated Stowell will have cost for yearly lift inspection

*Notes from Laura Cousineau Tuesday, August 23, 2022*