

Library Trustees Meeting Minutes

Wednesday, February 17, 2021

Attendance and Additions to Agenda

Members Present: Jim Fowler, Judi Baraly, Marie Weller, Maureen Spilsbury & Jen Haynes (Director)

Members Present via Zoom: Becky Bailey, Shannon Glidden

Absent: Anne Williams

A. Meeting called to order at 4:04

B. Minutes, November 2020

Minutes from the November meeting were reviewed. Judi motioned to approve minutes. Maureen seconded. Motion passed

C. Standing Reports

1. Treasurer's Report – 3 months

- Nov – not a lot of activity, just a deposit for copier income
- Dec – had some reimbursements for the Debit account and two purchases: carpet for the children's room &
- Jan – acquisition account – activity that occurred in 2020 but showing in 2021.
- The trustee line does not even have to be in the budget – Jen spoke with town. Without having that, we could use monies without going through the town first.
- There was some discussion regarding accounts and whether we should put monies raised from Book Sale into the Debit Card account or into the checking account
- Judi motioned to approve. Marie seconded. Motion passed.
- Maureen suggested we reinvest the dividend check from 2020. Judi motioned Marie. Seconded by Jim. Motion passed.

2. Director's Report

- Last few months, staff concentrating on in house projects
- All furniture has been delivered and they are working on that. The new children's room will open when the library re-opens for in person
- Curb side pick-up has continued to be successful. This will continue even after open by appointment
- Sandy is giving guitar lessons to a few students (willing to possibly stay on for a 10-15 hour position after she is no longer assistant). She is with us through the rest of this year.

- Story hour continues and has now been more fun via Zoom versus on FB, will add another weekday added so that hybrid students can watch if they are in school the current day
- Irene putting crafts together and those pictures can be found on FB
- Just started a weekly reading for older children (geared to 8-12 year olds), not as well attended but hopefully it will catch on
- As COVID numbers are lower – Jen recommends that the library open back up for appointment as of March 1st
- Jen also recommends that we move forward with updating computer equipment in the amount of \$5000 from the tech line. Maureen motioned to allow Jen to spend up to \$5000 which will come directly through the tech fund. Becky seconded. Motion passed.
- WiFi still not working very well – difficult to get connected at the library
- Even through closure, 247 checkouts of items

D. Old Business

1. Budget

- Jen will check with Jessica tomorrow to make sure budget is accurate before going to vote in March.

2. COVID Response

- Jen recommended in her Director's Report to open back up for appointments on March 1st for at March and April, at which time we will reassess. Becky motioned to approve. Shannon seconded. Motion passed.
- From research, Jim found that most libraries in our area would like to open up full time within the next 6 months.

3. Trustee Renewals Ballot Filing

- Have a contested race this year. Needed to fill Anne's position. Trustees reached out to people that might be interested. There are two on the ballot – Karen Haskell and Diane Town.
- We CAN have alternates! Whomever does not win the ballot could be an alternate. This alternate could still attend all meetings and discuss with trustees but would not be able to vote. However, at some point if another trustee leaves the board, they could step up to be a trustee.

4. Lawn Patio/Light Poles Update

- Jim did not get the money from the Hoyt fund – this only funds Main Street. Trying to figure out where we would get the money from. Jim thought we could start by putting in the light poles, then the patio, then the front lawn and the safety rail.
- Jim was wondering about reaching out to CSB, Mascoma, etc.
- Possibly having donations and names be plaques on light poles/benches

E. New Business

1. Books for Kids – Acquisitions Fund

- Some discussion about monies in accounts – talked about giving away some items to children who do not have books at home

- Talked about putting some little libraries around but they would need to be monitored as sometimes they ended up trashed
- Could it be funded out of the acquisitions fund OR could we get someone to build one?
- Becky will investigate those that were made in Claremont. As well as Gabe or Robert Bailey making one? Becky will let others know what is found out.

F. Adjournment: Motion to adjourn was made by Marie. Maureen seconded. Motion passed. Meeting adjourned at 5:04 pm.

Next Business Meeting: March 10th, 2021