

MONTHLY LIBRARY TRUSTEE MEETING MINUTES

November 20, 2019

IN ATTENDANCE: Jani Fillion (chair); Judy JonesGirouard (vice-chair); Mary Swinyer (treasure); Kim De Lutis (secretary); Judith Dean; Bryan Koplou; Sara MacIver; Meagan Carr (director)

EXCUSED: Dawn Hatch; Kevin Hastings

CALL TO ORDER: Fillion (chair) at 7:01pm

MSV – To approve minutes from 10.23.19 – Dean/Maciver (7-0) – Motion approved

ACTION: Kim to contact Andrew and Bonnie Periale about a puppet show. Kim contacted Bonnie who would like to know when the library would like to have them put on a puppet show. Carr suggested for the Fairy Tales Summer Reading Program

ACTION: Kim to follow up with Bonnie about whether the summer would work for them.

Brian has two possibilities of fasteners. One is made for moldings. He showed the board and said we'd have to try it on the moldings and we'd have to switch out all the hooks. The other option is coaxial cable staples. Discussion about "bump" risk in stairwell. We also need to figure out how to reduce the swing.

Building Report:

Meagan did a nice job presenting the budget once again. The Budget Committee seemed more interested in the library. Carr agreed it went well and mentioned they are happy with the library right now. Carr had laid out the assessment which impressed everyone, and spoke of the new heating units and secured grant. Fillion, Dean, and Koplou were a solid representation of the board's support for Meagan. Fillion complemented Carr's presentation.

Karen Noyes said she had not received Carr's warrant article, but Carr has the email trail to corroborate her sending the information two months ago.

ACTION: Carr to resend the warrant article information to Karen Noyes.

Carr mentioned that someone yanked open the back door on a cold day. Fillion asked if the door was shut when staff left. Carr said they always check. Alarm works well. Carr received emails of time-stamp of where the person traveled inside the library. Carr received a phone call from LPD who met Carr at the library in a timely manner, and did a walk-through. They noticed there was no activity. Fillion said she has confidence the staff locked the door properly upon leaving, and believes a CLOSED sign will help avoid a similar situation. Carr said the response time of the LPD is very fast and she could not imagine anyone being able to steal anything of value quickly. Carr mentioned the door is 25 years old. The LPD also found another door that wasn't catching properly.

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The phones went down and fried the system. It's a system that hasn't been produced in 16 years, and although parts are available, it would cost \$1,000 to repair. J.A. Corey was willing to help, could not accommodate the library's system needs, and recommended S&S. Carr is waiting for the contact to return her call. Fillion said the phones need to be replaced.

MSV -- To authorize SNS to proceed in replacing the telephone system with a quote up to \$2,500 Dean/Koplow – Dean/MacIver

Fillion commented how beautiful the Christmas lights look on the tree outside.

Fillion asked if Carr needs help with the shrink wrap in the staff room windows. Carr welcomed help. Fillion and MacIver offered help and will coordinate.

Director's Report:

Discussion.

Christine's payrate: Meagan requested that we consider a rate increase due to change in status from part time to full time, and added responsibilities to include patron programs. To be discussed by the Personnel Committee and presented to the Board at next month's meeting.

ACTION: Personnel Committee to meet.

Angie is excited to attend the Mother Goose on the Loose training for early literacy and it is completely paid for by the state of NH.

The budget is on track. Fillion asked if we heard back from Neil Vanylstein. Carr said we simply have to contact him if we have another painting to restore.

ACTION: Carr to reach out to him about his availability.

JonesGirouard asked Carr if she could ask people to wear reflective clothing at night. Spread the word!

MSV – Motion to adjourn Fillion/Swinyer – Motion approved at 8:23PM

Respectfully submitted,
Kim De Lutis, secretary 11.20.19