

**LITTLETON PUBLIC LIBRARY MEETING MINUTES
WEDNESDAY, NOVEMBER 30, 2022**

IN ATTENDANCE: Judy JonesGirouard (Vice-chair); Dawn Hatch; Bryan Koplow; Jani Fillion (Chair); Sarah Cloutier; Sara MacIver; Thurita Grammo; Meagan Carr (Director)

Excused: Kim De Lutis (Secretary); Leslie Walker (Treasurer)

CALL TO ORDER: Jani Fillion (Chair) at 7:00pm

MSV – Motion to approve the minutes from 10.26.22 — Koplow/MacIver (7-0)

Koplow asked for clarification on the new Collection Development Policy the board accepted at the 10.26.22 meeting. Carr will send him the new version.

Donations:

Play Based Learning Materials Grant

MSV - Motion to accept the Play Based Learning Materials Grant - Cloutier/JonesGirouard (7-0)

Mary Boulanger \$75

In Memory of Angela Hill

Jeanne Bruno \$20

Old Business:

No old business to discuss

New Business/Director's Report:

Carr (Director) presented Library requests to the town budget committee and according to herself and board members in attendance it went extremely well. Mention of the kudos from the budget committee on the library's successful fund raising efforts, although some board members in attendance felt a little uncomfortable for some of the other agencies because they don't have the backing of supportive groups like the Friends of the Library. Board members in attendance also spoke to how well Carr is perceived by the budget committee which is a huge asset for the library.

Carr (Director) brought up town wide issue with toilet facilities during fall foliage season and number of elderly using the library facilities. JonesGirouard expressed the concern that the library could be liable to a law suit as building is barely ADA compliant. Carr stated that town is aware there is a problem, Cloutier suggested that maybe the library reiterate the issue by sending letter to town expressing the concerns.

Carr in preparation for the Polar Pals coming in January and the need for a support person more qualified to handle children with higher education needs than the staff is able to adequately manage asked that the board pass funding Katie Glennon for \$50 a session for a 6 week period totaling the amount of \$300. The funding would come from the remainder of the Gerry Kelley donations.

MSV – Motion to fund Katie Glennon in support of Polar Pals for a total of \$300, understanding funding is from the Gerry Kelly donations — JonesGirouard (Vice-chair)/Cloutier (7-0)

Carr (Director) is pleased with the replacement toilet in staff bathroom. No cost to report as yet. Smell in public restroom has improved but toilet has not yet been replaced.

Discussion on issue of procuring contractors. Cloutier spoke to Doug Keller, mason library had hopes of tackling ongoing masonry issues next year and he has declined the project. Also the contractor the library had high hopes of taking outside painting and repairs has not yet contacted library with any quotes although he said the library was on his to-do list for next year. Building committee has decided to meet and discuss the options.

Action - Building committee to meet on January 12th, 8:00 am to discuss procuring contractors for next year.

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Carr (Director) asked the board to approve closing the library at 5:00 pm on Tuesday and Wednesday, December 27 -28 as historically there are no patrons.

MSV – Motion to close library at 5:00 pm instead of 7:00 pm on December 27 -28. — MacIver/Cloutier (7-0)

Koplow brought up questions regarding Libby library service, specifically how it is funded and is there anyway the service can be improved upon. Carr (Director) stated that unfortunately cost is set by publishers and state level, not by libraries. Costs can be prohibitive due to demand and access, not really anything the library has any control over.

Meeting adjourned at 7:55PM

Due to holiday season, next meeting is scheduled for Wednesday, January 4th, 2023 from 7:00–8:00PM.

Respectfully submitted,

Dawn Hatch, (Kim De Lutis, Secretary, in absentia) 12.2.22