

Bethlehem Public Library Trustee Meeting Minutes

February 13, 2017

Members Present: Nora Clark, Mike Bruno, Doug Harman, Sara Plumley and Lisa Ffrench

Librarian Present: Laura Clerkin

Meeting commenced at 7:03 PM

Meeting Minutes

Lisa made a motion to accept the minutes as recorded, seconded by Mike. The motion passed with Nora abstaining due to not be at the meeting.

Treasurer's Report

Laura is favorable \$400 at end of her 1st month. Sara made motion to accept the budget, with Nora seconding and the motion carried.

Lisa wondered where the money from the warrant is, but Doug explained that as it is not the libraries money so it is not in the library budget.

Doug wanted a formal vote that the money from the Warrant article 22 (regarding the computers & to cover any amount under \$5.00) be returned to the general fund. Doug proposed the motion, Nora seconded it and the motion carried.

Old Business

Policies and procedures. Trustees need to look over it and put it to a vote. Sara made a motion that the matter be discussed, seconded by Nora. Nora made the motion that we table voting on the polices and handbook until the March meeting. Sara seconded the motion and it passed. Mike abstained as he wanted to give feedback on the technology portion. Laura noted that Sally and Mike C. were on the technology committee.

New Business

Mike stated that he did not feel like he had been able to make a difference on the library board in his three year term, and decided to put his efforts to other committees. He will

not be running for another term as trustee. Judy Warden was interested in the library trustee position, but did not make the cut off for signing up.

Mike asked how the plow guy was doing. Laura reported that the plow guy has been doing a good job. He is very responsive and responsible. He will come by next week to use a bucket loader to dump excess snow over the bank.

Librarians Report

Laura talked to the Friends regarding the purchases she wanted to make, and they were on board with them. She went to them for the maximum amount of the purchases, but told them they were looking into other options for the furniture. Regarding the furniture: if the library didn't want to get matching furniture, she would put the matching furniture together in front of the magazines and put the non-matching furniture in the center.

The function room is booked and double booked. The library staff is looking into doing Google calendar for both booking and alerting others for booking the room.

Ben Woo wanted the trustees to know that the North Country Equality Alliance (LGTBQ group started by the Franconia librarian) is meeting this Thursday. There are several Christian writers scheduled for the end of the month. The babysitting class is filling up with priority going to Bethlehem residents/students. There is a man coming on April Fools to talk about fake news.

Mike appreciated the Annual report and felt it was well done and thorough. If the building is being utilized so much, maybe the board needs to have parameters about not WHO meets but how frequently? (per week, etc). He wondered if a revision of the policy be necessary. For instance, instead of meeting for an hour, maybe schedule for 45 minutes so people can get out of the room before it is needed for the next meeting. Laura didn't think at this point any policy changes were necessary, but that a paper calendar for booking the room is not being effective. The library schedules the room out 6 months in advance and puts smaller groups in the New Hampshire room.

Mike made a motion to adjourn, seconded by Sara. Motion passed unanimously.

Respectfully Submitted,

Sara