

## Bethlehem Public Library Trustee Minutes – August 13, 2018

Members Present: Doug Harmon, Len Grubbs, Sara Plumley, Lisa Ffrench, Barbara Sziedler, Nora Clark and Judy Warden

Librarian Present: Laura Clerkin

Meeting Commenced at 7:00 PM

### **Meeting Minutes**

Barbara made a motion to approve as written, Len 2<sup>nd</sup>, motion approved with Nora abstaining.

### **Treasurer's Report**

We are still under budget as of the end of July. However, there were planned expenses of carpet cleaning and window clean. There were some maintenance issues that have arisen that will probably put us over budget.

During Sept. meeting we need to determine wages that will need to go into the 2019 budget.

Sara made a motion to accept treasurer's report with Lisa 2<sup>nd</sup>ding. Motion passed unanimously.

### **Old Business**

No old business.

### **New Business**

Several weeks ago people were slipping on the floor. This was after carpets were cleaned so it was assumed that it was due to too much water in that. ServPro was called in to take up additional water (with dehumidifiers, etc). Heat was turned on and got humidity down to about 40%. It was found that a controller in the boiler room and the air vent was stuck on open and the

moist air was being brought in and circulated. The people that put in the system were contacted and the controller has been replaced. Doug is not sure if the dehumidifying system is working. The humidity rate is still about 55%, which is higher than it should be. Nora was concerned about mold, but so far there are no indications of it according to ServPro (who came just a few days ago). ServPro ran several large dehumidifiers running for 5 days (at \$77/per unit per day). The extra humidity could explain why the low temp alarm has been triggered. Mike wondered if a mechanical engineer would be able to help with the control system. Doug is thinking of calling the architect. Barbara knew of a similar situation at Maplewood and will get the name of the company that fixed it.

### **HR Committee**

All the surveys are in and the HR committee will meet and have results and recommendations for the board at the September meeting.

### **Building and Grounds**

Lisa planted some new plants.

### **Policies and Procedures**

Working on procedures.

### **Technology**

Mike didn't have anything new.

### **Librarians' Report**

Laura has a new Navarro's contract. Another 3 year contract beginning Jan. 1, 2019. Up \$200/year. Nora made a recommendation that we accept the contract with Lisa 2nding and it passed unanimously.

Time to choose a new rate from North American Power. It came down to 9.99 c/kwh for a 12 month cycle. Electricity usage did go up this summer due to heat and humidity, and probably the vent taking in air constantly.

Summer reading program is over. The numbers were down this year, partly due to the Rec Program enrollment also being down. Next year's theme is space and Mary's (employee) husband is an astrophysicist and can do all 6 weeks of programming. Adult programming was about the same. There were 60 participants. Mike felt like a lot of parents are using Boys and Girls club due to extended hours and pricing. That effects the reading program and the pool.

Laura will reach out to the school and will regroup with the staff to see what they want to offer for the fall. Kathy will try an after school program with the older kids for a few months to see if she can grab a few kids possibly new to the area/school. A patron is disgruntled that their grandchildren did not receive the prizes that they wanted. Their grandchild only filled out 5 out of 9 squares and wants a prize (older child/teen program).

A challenging patron re-posted a negative on FB. A \$10 donation was received in the month of July and it was accepted by the trustee board. Between the book sale and non-resident fees the library has received about \$3000 in funds.

Lisa wanted to know if anyone is going to the NHLT meeting in Conway. It is Sept. 6 in Conway. Barbara is going to the new trustee orientation in Lancaster.

Len made a motion at 7:47 to adjourn with Barbara seconding. The motion passed unanimously.

Respectfully submitted,

Sara