

Bethlehem Public Library Trustee Minutes – January 7, 2019

Members Present: Doug Harman, Len Grubbs, Lisa Ffrench, Barbara Szeidler, and Mike Culver Librarian
Present: Laura Clerkin

Meeting Commenced at 7:02 PM Meeting Minutes Len made a motion to accept the meeting minutes as written, Mike seconded the motion and it passed unanimously.

Treasurer's Report:

Len confirmed that the library budget came in about \$31.29 under (favorable). Mike made a motion to accept treasurer's report as written with Lisa seconding the motion. It passed unanimously. Great appreciation extended to Len and Laura for all of their efforts!

Old Business:

Discussion on an annual Event Calendar, Laura to follow up on this consideration.

Policy Review: Three policies under review were presented in draft form. Discussion on Internet Usage should consider other devices. Additional edits and Trustee review is needed. Drafts to be sent out prior to the next meeting in February with the expectation that they will be reviewed and final comments to be discussed at the meeting in order to move to vote at that meeting.

New Business:

Discussion on the RSA on Trustee membership and potential recruits. Currently there are 3 Three year re-elections and 1 Two year election positions. Filing is from January 23 – Feb. 1st.

Standing committee report:

Building And Grounds- Heating and vent issues seem resolved <capital reserve fund>

Nora and Lisa are continuing to work on a Building and Grounds ~~five year projection~~. Itemization of past work is located in the *As Built* books.

Painting planned for the library building to occur this summer.

2019 Holidays were discussed review of Federal Holidays. After a discussion of impact a motion was motion was made by Barbara and seconded by Lisa to close on Christmas Eve and stay open on New Year's Eve.

A library Staff meeting took place at their thank you dinner. At that meeting brainstorming by the staff to consider ways of increasing Library usage took place. It is noted that statewide library usage is down. After thoughtful consideration and discussion from the staff, Laura proposed the purchase of several items to be requested of the Friends of the Bethlehem Library. The areas of focus will be Teens, Family and Seniors. The plan will be to reorganize the Teen space and to create an active space with Chess sets and other games, arts and crafts items. Teens using the library were queried and these suggestions were positively considered. Family activity backpacks will be created for loaning. Senior End of Life and Estate Planning materials/references to be made available.

Discussion also included signage and marketing of these updates to increase patron awareness. Conversation on cleanup of databases to know active patrons as well as creating new patron contacts. Len made a motion to request the financial support from the Friends to allow this work to move forward. Second by Barbara and unanimously approved.

Len made a motion to adjourn the meeting at 8:08. Motion seconded and it passed unanimously.

Respectfully Submitted,
Barbara