

## Bethlehem Public Library Trustee Minutes – April 8, 2019

Members Present: Doug Harman, Sara Plumley, Nora Clark, Tana LeClair, and Len Grubbs

Librarian Present: Laura Clerkin

Meeting Commenced at 7:04 PM

### **Meeting Minutes**

Nora made the motion to accept minutes as written, with Len seconding. Motion passed, with Tana abstaining.

### **Treasurer's Report**

Len indicated that the budget is still favorable by about \$1500. Through 3 months the budget is looking good. Nora made a motion to accept the treasurer's report as written with Sara seconding. The motion passed unanimously.

### **Old Business**

It was brought up for discussion regarding frequency of meetings and the time of monthly meetings. The board discussed the time and it was decided that the time would stay at 7pm. It was put up for discussion that possibly the board not meet in June and December. The decision will be made the month before.

### **New Business**

#### **Committees**

HR - library director surveys will be sent out in summer

Finance – nothing to report

Maintenance and Grounds – nothing to report

Technology – nothing to report

By Laws and Policies – a few more policies to do

Election of officers must be done this month. Doug was nominated by Sara as Chairperson with Nora seconding, Nora as Vice Chairperson by Sara with Doug seconding, Tana volunteered as Secretary with Sara seconding and Nora nominated Len as Finance Director with Sara seconding.

All Board members have a month to think of the committees they would like to be on. If no one volunteers, members will assigned to various committees.

### **Librarian's Report**

Laura has received \$100 donation and a \$50 since the beginning of the year. Len moved that we accept the money with Nora seconding and the motion passed unanimously. Laura has done staff reviews and have let them know about their raises. The staff thanks the board. Laura has been asked about the book sale and wondered if we wanted to do it on the 4<sup>th</sup> of July this year. It was agreed that the sale would happen then. The board would need to set up on Friday, the 28<sup>th</sup> of June. Laura needs the board to stop by this Monday, the 15<sup>th</sup>, to vote on the Peeps diorama.

Programming is going well. The Time Escape room is coming next week. The Bethlehem 4<sup>th</sup>-6<sup>th</sup> graders have been invited but have a play that day and can't participate. Some slots have been filled. Open Mic Poetry will involve students from the White Mountain School. The Friends are paying for both the Opening and Finale of the reading program. The theme of the reading program is space. The time of the events during the summer will vary to involve more readers/patrons. The snow shoe pack has gone out. The Friends have bought materials for a telescope pack and Laura is working on getting a pack together for hiking later this spring. The teen area is a work in progress with the iPads coming and board games being ordered. The staff wondered if it was possible to get some brighter lighting in the children's

area. Len thought we could use some money left from the library building fund.

Angel Larcom came by and is getting ready for Make Music day (longest day of the year). She wondered if the library wanted to be part of it and Laura said the library would love to be involved as long as people are willing to come down to the library. Angel thought there was a grant available for music groups who would be at a library so she is looking into that. Laura and Mary are working with both WREN and Oaks to possibly co-host events.

Len made a motion to adjourn at 7:48 pm, which was seconded by Nora and passed unanimously.

Respectfully Submitted

Sara