

## Bethlehem Public Library Trustee Minutes – February 10th, 2020

Members Present: Doug Harman, Nora Clark, Tana LeClair, Len Grubbs, Barbara Szeidler, Lisa Ffrench, and Sara Plumley

Librarian Present: Laura Clerkin

Meeting Commenced at 7:04 PM

### **Meeting Minutes**

Lisa made a motion to accept the minutes as written, with Nora seconding. Motion passed unanimously.

### **Treasurer's Report**

Len indicated that the year has started off unfavorably, with the budget in excess of \$1,538. This was due to late receipt of bills from Irving Oil and VHV. This resulted in a \$600 and \$800 bill (respectively) received in January, which should have been included in the 2019 budget.

Nora made a motion to accept the report as written, with Sara seconding. The motion passed unanimously.

### **Old Business**

Nothing to report.

### **New Business**

Doug has been working on writing the warrant article regarding the Library Capital Reserve Fund. The warrant article, if passed, will establish funds in the sum of \$14,450 to be used by the trustees, as needed, for building maintenance.

Laura submitted the 2019 public report, which was well written, as always.

It was noted that there were complaints that the children utilizing the library after school hours have been getting a little out of hand lately. Laura spoke to them and issued a public apology on various forms of

social media, and it seems to have had a positive impact on the situation.

There was a short presentation at this month's meeting by Hilary Veilleux, who is the current President of the Friends of the Library. She proposed the start of a Storybook Trail project. The trail would run on town land between the library and the Bethlehem Elementary School. It would be a town project with the additional benefit of being a safer travel route between the two locations.

The trustees voted with their full support as she continues on to the next step of the process, which includes talking to the school and town officials.

### **Committees**

HR - Nothing to report.

Finance – Nothing to report.

Buildings and Grounds – Nothing to report.

Technology – Nothing to report.

Bylaws and Policies – A short paragraph was removed from Section 3 of the Collection Development Policy, due to simply being unnecessary. Sara motioned to accept this change, which was seconded by Len.

### **Librarian's Report**

A patron of the Bethlehem Public Library, Ned Johnson, recently passed away. His obituary mentioned that in lieu of flowers, donations could be made to the library. To date, \$300 in donations have been made in his name. Sara motioned to accept the donations, with Tana seconding.

Laura would like to ask the Friends of the Library to pay for the ingredients for a Hot Cocoa Around The World event this weekend. Nora motioned to accept, with Barbara seconding.

The conference room has been noticeably cold lately, due to a mini split only being set for A/C. It was suggested that Laura contact VHV to help rectify the issue.

Sara made a motion to adjourn at 8:15 pm, which was seconded by Len and passed unanimously.

Respectfully Submitted

Tana