

Bethlehem Public Library Trustee Minutes – April 11th, 2022

Members Present: Doug Harman, Rhienna Miscio, Lisa Ffrench, Sara Plumley, Barbara Szeidler, Mike Culver, and Len Grubbs; Tana LeClair and Nora Clark attended virtually.

Librarian Present: Laura Clerkin

Meeting Commenced at 7:01pm.

Meeting Minutes

Len made a motion to accept the minutes as written; the motion was seconded by Lisa, and passed unanimously, with Nora and Sara abstaining due to not attending last month's meeting.

Treasurer's Report

The report is misleading again this month; the reports indicate that the budget is \$19,957.41 favorable; however, if you take other variables into account (such as insurance), the library is actually closer to \$2,700 favorable. A motion was made by Sara to approve the report, with Barbara seconding. The motion passed unanimously.

Old Business

Last month, the Board forgot to address reelection for Board positions. A motion was made by Len to keep elected positions as is; the motion was seconded by Sara, and passed unanimously.

Committees also remain unchanged, save for Rhienna joining Buildings and Grounds. The committees now stand as follows:

* Human Resources: Barbara and Sara

* Buildings & Grounds: Lisa, Nora, and Rhienna

* Finance: Len and Nora

* Policies & Bylaws: Lisa and Barbara

* Technology: Mike and Tana

There have been some hiccups since February's meeting regarding accessing health insurance for select employees. Until this is resolved, Len proposes that effective April 1st, 2022 the Board will reimburse effected employees monthly for their health insurance costs. An official motion was made by Len to approve this proposal, with Sara seconding; the motion passed unanimously.

Len has been in contact with Woodsville Guaranty Savings Bank about the process of moving the library's banking business to them. This is due to the impending closing of Mascoma Savings Bank's Bethlehem branch. They require certain information to be included in the minutes, which is as follows:

The Board of Trustees voted to establish a checking account and two savings accounts with Woodsville Guaranty Savings Bank. The Principle for these accounts will be Leonard H. Grubbs. Authorized signers on these accounts will be D. C. Harman, Chairman of the Board of Trustees, and Leonard H. Grubbs, Treasurer.

Len made a motion to have the library's banking business moved to WGSB, with Nora seconding; the motion passed unanimously.

Ted Vasant, who will be doing the actual, physical work on the rooftop solar panels, came to the library to help him get a more realistic idea of the available space.

Committees

HR – Nothing to report.

Finance – Nothing to report.

Buildings and Grounds – Nothing to report.

Technology – Laura mentioned that the copier is having more and more issues; while she is hoping that it may hold out until next year, it seems unlikely. Laura will look into it and get some numbers so that it can be discussed further.

Bylaws and Policies – Nothing to report.

Librarian's Report

Discussion was had about this summer's upcoming book sale, specifically regarding dates. The Fourth of July is on a Monday this year; Thursday June 30th is the Summer Reading Program kickoff event. The Board settled on the week of June 25th to July 2nd.

Summer Reading Program will be on Tuesdays at 11am over the summer.

Laura requests the purchase of a new universal remote for the conference room television. The cost would be \$210; conversations were had regarding a variety of options including upgrades to the television itself for comparable cost. The technology committee will look into all options.

Laura looked at statistics for the past three months, compared to the last three months of 2021. Across the board, numbers have more than doubled.

Laura mentioned that they plan to have a seed starting class for kids, and the Garden Club at BES is more than welcome to attend; the Garden Club is also going to be helping the Friends of the Bethlehem Public Library with their pollinator garden.

Sara made a motion to adjourn the meeting at 7:58pm; the motion was seconded by Len, and passed unanimously.

Respectfully Submitted

Tana LeClair, Secretary

04/18/2022