

Bethlehem Public Library Trustee Minutes – 3/10/2025

Members Present: Doug Harman, Stephen Dignazio, Barbara Szeidler, Lisa Ffrench, Nora Clark, Len Grubbs

Absent: Mike Culver, Sara Plumley

Librarian Present: Laura Clerkin

Meeting Commenced at 7:00pm

Meeting Minutes

Len made a motion to accept the February minutes as written, with Barbara seconding. The motion passed.

Treasurer's Report

The report shows that we are \$2,768 favorable. But the amount is closer to \$2,230 due to an increase of \$538 for health insurance costs over the last two months. Len explained that the town amount billed to us for healthcare varies based on the number of weeks in the month. The town works on a weekly basis, while the library works on a calendar month basis for allocating costs. But by year-end, the amounts should equalize. However, the annual amount we put in our budget, which was given to us by Mary Moritz last October, is not the amount that is currently being billed to us; the difference is \$3,350 more. The board asked Laura to contact Mary about this difference. Nora made a motion to accept the Treasurer's report, seconded by Lisa. The motion passed.

Old Business

None.

New Business

None.

Committees

HR – Nothing to report.

Bylaws and Policies – Nothing to report.

Buildings and Grounds – Nothing to report.

Finance – Donations in the past month, totaling \$100 were received. There are no conditions on the funds. Len made a motion to approve, seconded by Barbara. Motion passed unanimously.

Technology – The library needs to find a new website host, as Piper Webs' owner, Dale Dormody, is retiring and there is no buyer for the company. Dale did research to find comparable companies for his clients to move to. Laura likes CyberOptix, and they are the least costly of the options. The creation of a new website is \$2,100. This includes training for Laura to update the website. The annual hosting fee is \$1,047, including \$99 per year for a privacy policy to show website visitors what data we are collecting.

Mary Moritz told Laura that the town is moving to .gov for their website and emails and there is a grant through Overwatch to help with the migration. The move to .gov is seen as more secure. Mary put Laura in touch with SNS in Littleton, who can help with the grant. The grant would pay for the migration as well as a few years of email hosting costs through either Microsoft 365 or G Suite.

Librarian's Report

Electricity: David Van Houten and Dan Crosby looked over past electric bills to search for an explanation as to why our bills are high. They explained that one reason was that we were using North American Power for our supply. Eversource is currently 8.929¢/kWh; we are paying NA Power 17.99¢. Laura has switched supply to Eversource.

Friends of BPL and the Pavilion: Laura is working on grants to help with the cost of a new permanent pavilion to replace the tent area, as well as an ADA-compliant path to get to the pavilion. Hopefully, funds raised and a donation from the Friends will be enough to move this project forward.

Staff is working on summer reading programs. The kick-off will be on Tuesday, June 24th with a circus performer at the Colonial Theater.

Len made a motion to adjourn the meeting at 7:30, with Nora seconding; the motion passed unanimously.

Respectfully Submitted

Laura Clerkin