

Bethlehem Public Library Trustee Minutes – 6/9/2025

Members Present: Doug Harman, Len Grubbs, Nora Clark, Lisa Ffrench, Barbara Szeidler and Melissa Smith

Absent: Sara Plumey, Sally Syren, Stephen Dignazio

Librarian Present: Laura Clerkin

Public Present: None

Meeting Commenced at 7:01pm

Meeting Minutes

Nora made a motion to accept the May minutes as written. Lisa seconded the motion. The motion passed.

Treasurer's Report

The budget is currently favorable by \$660. Len noted the second credit from the town has been received bringing the budget back in line.

Barbara made a motion to accept the Treasurer's Report. Nora seconded. Motion passed.

Old Business

Laura reminded trustees that Abby sent out a Google Doc to coordinate volunteer sign-ups for the Library Book Sale.

New Business

None.

Committees

HR – Performance review season is approaching. Barbara will email the review document for completion.

Buildings and Grounds – Laura shared that a volunteer weeded the front of the building.

Finance – A \$500 donation was received from the Littleton Diner that will support the Summer Reading Program. Len made a motion to accept the donation. Nora seconded. Motion passed unanimously.

Bylaws and Policies – None.

Technology – The transition to a .gov domain is ongoing. Laura has not yet received a sample website.

Librarian's Report

Laura shared with the committee summer events taking place at the library.

A \$500 donation from the Littleton Diner was received and will go to support the Summer Reading Program.

The Friends of the Bethlehem Public Library are sponsoring the Summer Reading finale – Sugar Coated Shakespeare.

The library has been awarded a Rural Library Grant from CLiF for children's books.

Laura received a response from Bethlehem Elementary School regarding the request for an emergency access key, citing student safety concerns. After discussion, the board agreed to provide a key for emergency use, with a written memo of understanding to be signed by both parties. This agreement will be finalized for the next school year. Len made a motion to approve the request. Nora seconded. Motion passed.

Barbara made a motion to adjourn the meeting at 7:30 PM. Nora seconded. Motion passed unanimously.

Respectfully Submitted,
Melissa Smith