

Bethlehem Public Library Trustee Meeting Minutes | May 11, 2026

Members Present: Douglas Harman, Nora Clark, Len Grubbs, Lisa Ffrench, Sarah Plumey, Stephen Dignazio, Kim Koprowski and Melissa Smith

Absent: Barbara Szeidler

Librarian Present: Laura Clerkin

Public Present: Susan Presby and Allegra Wright, Friends of the Bethlehem Public Library

Meeting commenced at 6:59pm

Susan Presby and Allegra Wright introduced themselves and provided an overview of the organization's contributions to library programs, events, and projects. They also discussed upcoming initiatives and their goal to expand outreach and increase membership participation.

The Friends group noted several open positions, including Treasurer, Secretary, and a social media coordinator. They meet on the first Thursday of each month at 5:30 PM. Interested individuals may contact Laura Clerkin or reach out directly to Susan Presby or Allegra Wright.

Meeting Minutes

A motion to approve the April meeting minutes as written was made by Len Grubbs and seconded by Nora Clark. The motion passed.

Treasurer's Report

The Treasurer reported the budget is currently favorable by approximately \$3,000. Ongoing cost pressures were noted, including increases in Spectrum services and electricity expenses.

A motion to accept the Treasurer's Report was made by Sarah Plumey and seconded by Stephen Dignazio. The motion passed.

Old Business

None

New Business

None

Committees

HR - none

Building and Grounds - Construction of the pavilion is underway, and electrical installation is in progress.

Finance -

Monthly donations totaled \$660, including:

- \$150 in memory of Patsie Bonardi
- \$10 in miscellaneous donations
- \$500 donation from the Littleton Diner

Len Grubbs moved to approve the donations and Lisa French seconded. The motion passed unanimously.

Bylaws and Policies -

The Board discussed the need for policies related to pavilion usage including:

- Insurance considerations (Laura will look into this.)
- Camera coverage of the pavilion area
- Motion censored lighting
- Posted usage hours (e.g., dawn to dusk)
- Potential rental/reservation procedures

The board also discussed revising the fee for copies. While there is agreement that an increase is appropriate, the specific amount (e.g., \$0.25 per copy) remains under consideration.

Further discussion will take place when Barbra Szeidler of the Bylaws and Policies committee is present.

Technology - none

Librarian's Report

- The Board discussed hosting a ribbon-cutting or unveiling event upon completion of the pavilion, with interest in recognizing the contributions of the Friends of the Library.
- Laura is researching options for a new book sale sign.
- The annual book sale will begin with setup on June 27 (9:00 AM – 3:00 PM) and continue the following week. A sign-up document will be shared with trustees.
- The Lisbon school librarian donated 26 boxes of children's books.
- A memorial for Patsie Bonardi will be held at the Mulburn Inn on May 30 at 1:00 PM.

Len Grubbs made a motion to adjourn the meeting at 7:51pm. Sarah Plumey seconded. The motion passed unanimously.

Respectfully submitted,
Melissa Smith