

Barrington Public Library  
Board of Library Trustees Meeting Minutes DRAFT  
September 21, 2021

The Governor's COVID-19 Pandemic Emergency order has been lifted. Therefore, the Trustee meeting was held in person at the Barrington Library.

**Present:** Trustees: Leigh Elliott, Susan Frankel, Karolina Bodner, Lydia Cupp, Karen Towne, and Robert Drew. Melissa Huette (Library Director). Joyce Cappiello and Sam Rhonda attended as possible Trustee Alternates.

The meeting was called to order at 6:30 pm by Chair Leigh Elliott. Trustees introduced themselves to prospective Trustee alternates, and Sam and shared information about his background. Leigh explained the process of becoming a Trustee Board Alternate.

Susan made a motion to approve the public meeting minutes from 9/21/21, seconded by Lydia, and the motion was passed.

Karen made a motion to accept donations of \$2386.64, seconded by Susan, and the motion was passed. It was noted that the library received an anonymous donation of \$2000 along with a note of thanks to library staff for their services. This money will go toward replacing the teen spinning book racks with shelving that will make better space use of the teen area.

**Treasurer's Report:** Susan presented the Treasurer's Report and explained the various accounts. It was decided that Susan would look into combining the 2 TD accounts. Susan will also continue researching best options for reinvesting the \$50,000 bond. Robert made a motion to accept the Treasurer's Report, seconded by Lydia and it was passed.

There were no public comments. Select Board representative George Bailey was absent.

**Project Update:** Leigh reported from the Foundation meeting August 26. The Foundation has posted strategies and timelines on its website, which include continuing to fund raise compile input from community members. A poster was created to explain the difference between school and public library access and services. It was decided that Leigh and Nick would research the possibility of having a Select Board and ABB (Advisory Budget Committee) meeting at the library as was done in the past, with the suggestion that they present the info poster at that time.

The Foundation will have a celebration September 19 to thank Marie Harris and Charter Weeks for their contributions to the town of Barrington, and will present a plaque for their many years of advocacy for the library and a new building. Over \$2000 in donations was raised in their name for the Foundation library building fund. The next Foundation meeting is September 24<sup>th</sup>.

**Friends' Report:** Lydia reported that the Mum fundraiser cleared over \$1400 and sold an increase of 100 plants above last years' orders. The Barrington Bloomers will be planting 300 spring bulbs to celebrate the tricentennial in 2022. The Friends thank the many volunteers making these projects successful. They have decided to continue meeting remotely until further notice.

**Director's Report:** Melissa discussed the continuing COVID protocol following decisions made by the Barrington schools, Select Board and NH guidelines. Susan made a motion stating that on site program attendance will be limited to 12 with the remainder participating virtually. Masks for on site programming will be required, with masks recommended but not required for on site patrons along with social distancing, beginning Oct. 4<sup>th</sup>. Lydia seconded the motion and it passed.

\*Melissa and Wendy are researching the purchase of a storage shed to aid with overcrowding and the need for social distancing, and will discuss town requirements with Conner MacIver, Town Manager, regarding its location.

\*The 2022 Library budget will be presented to the Select Board on Oct.18.It will include one salary step for staff, as will occur for Barrington employees. The Select Board has yet to vote on whether to include a COLA (Cost of Living Increase) that sometimes occurs after viewing the Social Security COLA.

\*The library will be purchasing a Universal Class Database and phasing out Overdrive. Patrons will have access to over 500 courses with Continuing Education credits.

\*The Library staff is continuing to sign up new members for the month of September and hopes to regain the state trophy.

\*The Library has received positive feedback of its programming from its advertising on Facebook.

\*The 2022 Tricentennial **Celebration** Committee met with Maddie and Melissa to discuss possible website, technology and program support. Melissa will continue to discuss the number of hours Maddie will be available for this support during her library work hours.

### **Old Business:**

There was a discussion about the Birthday Buddies which was established to show appreciation for staff. The Board will continue brainstorming ways to encourage positive interaction between Library staff and Trustees..

\*Leigh discussed the commitment and appointment of Alternate Trustees. Joyce is encouraged to write a brief statement of her intentions to be presented to the Select Board after the Oct 18 Budget process is completed.

### **New Business:**

All Trustees are required to attend the Library Director Melissa's Budget presentation to the Oct.18 Select Board meeting at 6:30.

\*Melissa will be sending out information about the 3 day NH Municipal Assoc. virtual conference in November so that Trustees can determine which workshops will be relevant.

**Non Public Session:** Susan made a motion at 8:30 to go into Non Public Session according to RSA 91-A:3 IIb to discuss the hiring of a public employee. The motion was seconded by Robert and it passed.

8:57 Leigh made a motion to adjourn, seconded by Susan and the motion passed.

**Next Trustees Meeting October 19, 2021 at 6:30**