

Barrington Public Library  
Board of Library Trustees Meeting Minutes    APPROVED  
November 15, 2022

**Present:** Trustees: Susan Gaudiello, chair, Leigh Elliott, Susan Frankel, Karolina Bodner, Robert Drew, Karen Towne, Lydia Cupp. Trustee Alternate Melanie Haley. Library Interim Director Wendy Rowe and Library Processing Director Amy Inglis. Select Board Representative, George Bailey.

The meeting was called to order at 5:30 pm by Chair Susan Gaudiello.

**Minutes:** Lydia made a motion to accept the Oct. 18, 2022 Trustee Meeting Minutes, seconded by Susan F., and the motion passed.

**Donations:** Karen made a motion to accept the donations of \$245.97 in October, seconded by Susan F., and the motion passed.

**Treasurer's report:** Susan F. reported on October library and trustee transactions. She also stated that the newly opened CDs are showing positive returns. Lydia made a motion to accept the Treasurer's report, seconded by Karen, and the report was passed.

**Select Board report:** George Bailey commented that he appreciated the positive exchange during Susan G. and Amy Inglis' presentation of the proposed 2023 Library Budget. He also stated that the meeting rooms are only open at present to town departments until the needs are determined and there is a schedule of usage in place.

**Friends Report:** Lydia announced that the Friends' book sale at the midterm election raised \$1062.50 with the help of many volunteers. The next Friends meeting will be held on Nov. 30.

**Foundation update:** Susan G. discussed the Library Foundation table at the midterm election. Residents were informed about the proposed 2024 Library Bond. Many took the opportunity to respond to the written survey and were also informed about the link to the online survey. The next Foundation meeting is Dec. 6<sup>th</sup>.

**Interim Director's report:**

The 2022 budget to date was discussed and projected expenditures presented.

\*Snow removal: The library received & accepted quotes and certificate of insurance from Repro Decks for snow blowing walkway, steps and paths of \$100 per storm with repeat visits for same storm not to exceed \$200.

\*John and Cindy Cafasso helped install the shelving units to be used for storage in the old computer room.

\*A proposal was accepted from Burgess Landscaping for fall cleanup which will include adding more drip stone, removing invasive plants, pruning perennials and mulching.

\*Carpeting was replaced in the staff work area by Marcotte Flooring on November 14. Bob Salisbury installed a new outlet for a refrigerator in the kitchen area.

\*3 of the spinning tower units have each been sold for \$300, with 4 remaining to be sold, and the proceeds have been turned over to the town.

\*After reviewing policies regarding Facilities and Operations, donations will only be accepted which benefit the library. The Plastic Recycle Bin will remain until there is enough collected to

make a bench for the library. End 68 Hours of Hunger will be notified of the policy change.

\*Amy has continued to organize all files, and has updated step by step instructions for staff, and will give additional training to desk clerks on the Atrium system.

Susan F. made a motion for Wendy to review the Job Description and Expectations with the Custodian, seconded by Robert, and the motion passed.

**Old business:** Susan G. reviewed her Library Budget Presentation meetings with the ABC (Advisory Budget Committee) and Select Board. Amy went through the data for the proposed 10% increases, indicating areas that were cut to offset the increases.

The requested Capitol Reserve Warrant Article would be used to pay Architect Jason for a proposed new building design, engineering and surveying costs.

Report from the Committee to hire a new Director and a Technology and Media Services Coordinator:

Susan G. reported that the trustees will also attend a final interview of a director candidate on Dec. 1<sup>st</sup>.

6:34 Susan F. made a motion to go into a non public session according to RSA 91-A:3, II(c), seconded by Robert, and the motion passed.

7:15 Lydia made a motion to leave non public session, Robert, and the motion passed.

Robert made a motion to seal the non public meeting minutes, seconded by Susan F. and the motion passed by a roll call vote.

7:17 Karen made a motion to adjourn, seconded by Leigh, and the motion passed.

**Next Trustee Board Meeting December 20, 2022 5:30 PM**

Minutes recorded by Secretary Karolina Bodner