

Barrington Public Library
Board of Library Trustees Meeting Minutes
October 19, 2021

The Barrington Library Trustees met in person at the library, except for Library Director who joined the meeting via Zoom.

Present: Trustees: Leigh Elliott, Lydia Cupp, Karen Towne, Robert Drew, Susan Frankel, Melissa Huette, (Library Director via Zoom). Potential Alternates: Cathy Cilley, Joyce Capiello, Sam Rondo
Absent: Karolina Bodner

The meeting was called to order at 7:05 pm by Leigh Elliott, Chair.

Minutes: A couple of suggested corrections were made to the minutes. Robert Drew made the motion to accept the minutes as amended and the motion was seconded by Lydia Cupp. The minutes were approved by roll call vote.

Donations: Donations of \$427.00 were noted by Melissa Huette. She mentioned that \$177.00 was a reimbursement by Pease Library of Plymouth for its share of a program used in conjunction with the Barrington Library. \$200.00 was a grant from NH Humanities, \$20 for notary fee and \$10.00 from the change jar.

Treasurer's Report: Susan presented the Treasurer's report. She discussed the history of the Gladys Lund Fund set up in 1992 in her memory by her family. They donated \$50,000 to the Barrington Library to be used at the Trustees' discretion. The 30 year bond is due to expire in August 2022 and has paid 7% interest yearly. Susan spoke with bank representatives for suggestions on how to re-invest the funds. The group discussed different options. The Endowment account will be closed and the balance transferred into General Operations account. The Trustees approved to merge the two accounts at TD Bank.

Public Comment: George Bailey, Select Board Liaison for the Trustees was absent. It was noted that he has missed 3 consecutive meetings. Robert Drew offered to call George to ask him what his plans are for attendance at Trustee meetings.

Project Update: Leigh contacted Jason Lacombe from SHP Architects regarding a new plan for the library. Melissa suggested that we wait until March or April to lock in contracts. She stated that the 2022 budget is starting now in her mind. The bond sales are typically in June/July. It was decided to plan to meet with Jason in February. When Leigh contacted Kris Parikh, BLP Treasurer she stated the current bank balance was \$230,000 with a total of \$500,000 in pledges.

Friends Report: Lydia Cupp reported that the Friends of the Library has pledged \$2,652.50 to fund library programs for 2022. They will not make raffle baskets this year because the Craft Fair is canceled due to the pandemic.

Foundation update: The Barrington Library Foundation will hold its next meeting on Thursday, Oct. 28 at 7 pm. Leigh Elliott and Karen Towne will attend as Trustee reps.

Director's Report: Melissa explained the 2021 budget and noted that only \$115.00 has been spent due under the Training Line expenditures. Zoom conferences during the pandemic have not required overnight stays, meals reimbursements, etc. She also mentioned that

some wages were unexpended due to change in staff. Robert made a motion to expend any funds remaining in the 2021 budget. The motion was seconded by Leigh. The motion passed by a roll call vote. The newly hired library employee started working today. Melissa recommended that a Personnel Policy be revised to incorporated working from home. An example: power outage at the library forcing employees to work from home.) It should also include a new earned time compensation.

The Select Board approved the placement of a shed on Library property. Melissa has priced competitive bids which range from \$4300 to \$6700. She will present quotes at the Oct. 10/27 Friend's meeting to see if they will defray some of the cost.

Patrons have been inquiring about in-person programming moving inside. The new practice of paying \$10-\$15 dollars for Facebook ads too target non-library card holder events programs has helped increase attendance numbers.

September was Library Sign Up For A Library Card month. A total of 169 patrons were added to the 3,618 active library patrons. Dublin Public Library was the state-wide winner for most sign ups. Congratulations to them!

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Old Business: Joyce Capiello has submitted her application to become a BPL Trustee Alternate. The Select Board will discuss her appointment at the meeting on Monday, Oct. 25, 2021. Trustees are encouraged to listen to the meeting.

New Business: The following Trustees have volunteered to listen to the Select Board meeting on the following dates;

Nov. 1: Leigh Elliott

Nov. 8: Lydia Cupp

Nov. 15: Joyce Capiello

Nov. 29: Robert Drew

NHTLA roundtable with Statewide Trustees is November 10. The discussion will center around handling the pandemic during the winter months.

Susan Frankel suggested that the Trustees find a way to honor Marie Harris, a former Trustee Chair and active participant in the new library building project and her husband Charter Weeks who served on many town committees. Marie also led the drive to incorporate the Barrington Public Library as an official public library in 1988. Susan suggested that the Trustees name the art wall in the library in their honor. Charter's photography prints are for sale through the Friend's of the Library.

Leigh asked for volunteers to head up the Director's Annual Review committee. Leigh, Karen, Susan and Lydia volunteered.

The following Trustees are up for re-election in March 2022: Robert Drew, Leigh Elliott and a term left vacant by Lindsey Maziarz's resignation. Applicants must file by January to be on the town election ballot.

The meeting entered nonpublic mode at 7:49 pm and ended nonpublic mode at 8:16 pm.

Leigh made a motion to end the Trustee meeting at 8:18 pm and the motion was seconded by Susan Frankel.

Next Meeting November 16 at 6:30 pm.

Minutes recorded by Karen Towne, Trustee Co-Secretary. Submitted October 25, 2021