

Belmont Public Library
Belmont Public Library Trustees Minutes
Date: May 15, 2023 6pm

Attendance: Eileen Gilbert, Director
Terry Elliott, BPL trustee
Mary Charnley, BPL trustee
Jessica Ellis-Hopkins, BPL trustee
Shela Cunningham, BPL trustee
Hillary Horn-BPL trustee (google meet)

Call to order: 6:06pm

REPORTS:

Directors Report:

Eileen is creating a purchase list for the Sargent Fund monies with updated prices. The flag and sign out front have been replaced; it looks great!

A patron would like to see stories that feature more nods to the natural environment available on the story walk trail. Eileen responded letting her know that things have been done in the past to accommodate those types of stories. The story walks coincide with the current library programming. The patron said she was "satisfied with Eileen's response".

The summer reading plan is in the works but there needs to be approval from the SAU. There is a flyer that will go out to them to for approval for promoting literacy. It will be sent to SAU to go home 3 weeks before the event starts (around June 1st.)

The library was granted the ALA:LTC Accessible small and rural libraries grant for \$10,000.00. The grant proper begins June 1.

Hillary makes a motion to accept the ALA:LTC grant for \$10,000.00 Jessica seconded all in favor. (RSA 202-A:4-c).

Mary is not comfortable closing the library for a week to perform the physical inventory. Especially around Christmas time. Maybe there is money in a line item to pay overtime to get it done. Doing the inventory while the library is open seems to make the process take months. We will revisit this item at July's meeting.

Mary makes a motion to accept the director's report. Shela seconded, all in favor.

Financial Report:

The Irving bill shows it's a duplicate. The same invoice was paid twice. There was a reimbursement check.

Terry makes a motion to accept the financial report. Jessica seconded, all in favor.

Minutes from April 4th and 11th

Mary makes the motion to accept April 4th and April 11th minutes. Jessica seconded, all in favor.

NEW BUSINESS

FIRE INSPECTION RESULTS:

CRAFT TABLE:

Eileen will purchase a craft table for the library.

Jessica shared pamphlets for an introduction to the library expansion. This can be presented to the selectman.

NONPUBLIC PROCEEDURE: Hillary discussed the new nonpublic procedure involving sealed minutes and where to store them. It would be a good idea to also go over to town hall and review all sealed minutes. We want to discuss a possible policy for A "Right to Know Request" for sealed nonpublic minutes.

ASSIGNING OF NEW SECRETARY: Shela said she would consider taking over the secretary's position, but it would have to be after she gets back from her 3 weeks away in June. Hillary will help with that transition.

OTHER:

There are two benches out front that need to be repaired. The American Legion put them in and has maintained them in the past. They are going to work on that. Commander Russ will be working on that.

Mary wants to know if there are information books that can be bought for the library for resources for parents on IEP's and 504 plans for students that need them. Mary and Eileen will work on that.

There are 2 displays for Pride Month in the works.

NOTE: July meeting: discuss the furnace/oil tank replacements & Revisit strategic plan.

OLD BUSINESS

BPS UPDATE:

There are a series of actions items that came out of Shela's meeting with Bob Ferguson. There has been progress on some of those items. Shela wants to find out more about the walkway to the front door. What are the ADA requirements for the incline? Is it grandfathered in? Bob suggested measuring from one end to the other and doing the math to find out the incline. If we just repair the walkway adhering to the new guidelines won't be necessary. There was a suggestion to just replace the whole thing.

There was a question on what to do about the front door since it is an original part of the building Megan Rupnik from the historic preservation department and liaison for National registered buildings. She sent Eileen an email about a similar project. So, Eileen will talk to someone at Northwood library who received a moose plate grant. She also suggested NH preservation alliance. They were able to help find the person who did the 2 sides of the brick work in 2020. If we can use the ALA:LTC money for the door it would be very helpful. That depends on the community, which includes people that do not use the library. Senior friends, we are not accessible to them. The people at Great Brook village will also be part of the survey about how to spend the money.

The moisture on the floor downstairs: A gauge was purchased. According to the gauge shows that everything is where it's supposed to be. The dehumidifier shouldn't be turned on when that's the case because it could dry out the books. So, this does not explain what's going on with the floor. The BPS items will be revisited every month for progress updates.

Upcoming meetings:

June 6, 2023 @ 6pm at the Belmont Public Library

June 20, 2023 @ 6pm at the Belmont Public Library

Hillary makes a motion to adjourn, Jessica seconded, all in favor.

Adjourned 8:02pm

Mary Charnley

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Shela Cunningham

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Hillary Her

Hillary Horn

Terry Elliott

Terry Elliott

Jessica Ellis-Hopkins

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