

Attendance:

Eileen Gilbert, Director
Mary Charnley, BPL Trustee
Shela Cunningham, BPL Trustee
Terry Elliot, BPL Trustee, Absent
Jessica Ellis-Hopkins, BPL Trustee
Hillary Horn, BPL Trustee (via Google Meet)

Call to order: 6:06 pm

Reports:

Prior meeting minutes: Hillary motioned to accept June 20 minutes; Mary seconded. All voted in favor.

Directors Report: Jessica motioned to accept the Director's Report. Hillary seconded. All voted in favor.

Financial Report: Discussion of \$10K **ALA Grant** which was deposited in the BPL's savings account. This account balance to be added as a line item on the Director's Report. Will need to keep an eye on utilities expenditures and electronic database costs. Suggestion made to upgrade the QuickBooks service level. Pricing for this to be researched. Programs exist to help in this effort. Hillary motioned to accept financial report. Jessica seconded. All voted in favor.

Old Business:

Front pillar bases: The two sets of pillar bases that were ordered for the front columns do not fit. They will be brought to Mr. Charnley to see if he can adapt them.

Benches outside the library: The Belmont American Legion Post 58 previously offered to fix the two front benches. It appears they have decided to replace them instead.

Sargent Fund: The Sargent Fund grant was used to create a collection of Memory Keeper items that turn analog technology items into digital. Three of the four have been cataloged. A staff member has taken them home to test.

Policy review: In a previous meeting we agreed to begin the process of reviewing all the library policies, bylaws and job descriptions. We will discuss the Library Director and Library Page job descriptions at the next meeting. The Trustees should review them in advance.

Nonpublic/sealed minutes procedure recap: There was a discussion of creating the Library Right-to-Know policy and how to handle requests. A procedure was drafted that will be presented at the next meeting. A request form was also drafted that will be discussed at the next meeting. The other related policies are tabled to future meetings.

Downstairs flooring: Based on observation, the floor seems to be 'ruffling' in multiple places. This has been an on-going issue since the new parking lot was installed. Eileen to call BPS to request an evaluation. The meter measuring the room's humidity is in place, registering on edge of too much. The dehumidifier will be installed downstairs again.

Woodwork update: Eileen received no responses from the people she contacted for estimates. This is an item for the next meeting.

New Business:

Building Maintenance: Trustees will meet at a non-regular future meeting this summer to follow-up on maintenance issues. The Trustees are committed to only using reputable and bonded suppliers.

Friends of BPL: They had a successful book drive. They organized a community event on June 24. They will be at the Old Home Day on August 12.

Publicity: A nice article about BPL appeared in the Laconia Daily Sun (submitted by the library). There was a discussion about how to get more publicity for all the great passes the library offers.

Staff: Kelly is going on vacation for two weeks. There is coverage for her absence.

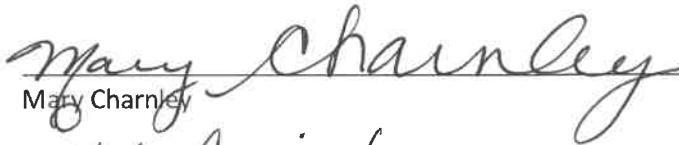
Old Home Day: The library will be open and offering crafts to make. This will be the end of the summer reading program. Rebecca has drop-in activities planned.

BPL Strategic Plan: The current one ends in 2024; we need to begin work on this.

The Town Select Board Meeting is now every other Wednesday at 10:00 am.

The next BPL Trustee meeting is scheduled for Monday, August 7, 2023, at the Belmont Public Library.

Meeting adjourned: 8:11 pm.



Mary Charnley



Shela Cunningham

Terry Elliot



Jessica Ellis-Hopkins

Hillary Horn