

Town of Belmont Library Trustees  
MEETING MINUTES  
April 9, 2024 @ 5:30pm at Belmont Public Library

Members Present:  
Mary Charnley  
Jessica Ellis-Hopkins  
Shela Cunningham  
Hillary Horn  
Terry Elliott

**Call to order:** 5:34pm

Hillary made a motion to enter nonpublic session RSA 91-A:3 II (a)

**Public Session Reconvened:** 7:02pm

Mary and Shela left after the nonpublic session.

**Other members present:**  
Library Director – Eileen Gilbert

**Acceptance of March 14<sup>th</sup> Meeting Minutes:**

Hillary made a motion to accept the meeting minutes from March 14<sup>th</sup>, Jessica seconded the motion, all in favor.

**Acceptance of March 25<sup>th</sup> Meeting Minutes:**

Hilary made a motion to accept the meeting minutes from March 25<sup>th</sup>, Terry seconded the motion, all in favor.

**Directors Report:**

7 people showed up for the first cribbage game!

March circulation was the most it's been since keeping track of that information.

Jessica made a motion to accept the director's report, Terry seconded the motion, all in favor.

**Financial Report:**

We are about a quarter of the way through our funding. The database is front loaded, so most bills are due between January and February.

There is a deposit from December that is still showing, Eileen is not sure why. Jessica will come in and see how she can help.

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

**OLD BUSINESS**

**Milage Reimbursement:** The check was written April 2<sup>nd</sup>.

**ALA Grant Status – Furniture and Blankets:** The tables will be coming from the State Prison. 3 chairs will come from Webstront for the cost of \$350 including shipping. Eileen thinks it would

be easier to use the credit card for purchase since it is under \$500. Jessica made a motion to allow Eileen to use the credit card to purchase the furniture for an amount not to exceed \$400. Hillary seconded the motion, all in favor. Eileen has not had a chance to investigate the blankets yet.

**Emergency training follow up:** It has not been scheduled yet, waiting on the fire department for scheduling.

**Insurance:** Fine Art that is valued at over \$10,000 must have current appraisals to be scheduled. Un-scheduled Fine Art has a **maximum coverage** of \$10,000 but will not be listed on the exposures. We do not have any items appraised. An independent appraisal would need to be performed of Fine Art items that are believed to be worth more than \$10,000. Laconia has someone they can recommend if we are interested in the items being appraised.

**Sargent Fund:** The check has not been received yet.

**Memory Maker Policy:** There are some edits that are needed. We will review it again at the next meeting. We would like to see details on what kinds of items can be digitized.

**Friends of BPL – Cribbage Club:** Going well so far.

**Northway Bank:** Terry needs to bring her swear in document so she can be added to the account.

**Telephone Problems:** The issue has resolved itself again somehow.

## **NEW BUSINESS**

**LCHIP (RSA 202-A:4-c):** Jessica made a motion to accept the unanticipated LCHIP funds for \$300, Terry seconded the motion, all in favor.

**(RSA 202-A:4-c) Claudette Varney** donated \$100 to thank the library for carrying Summerset Studio Magazine. Jessica made a motion to accept the donation, Terry seconded the motion, all in favor.

**ALA Libraries Transforming Communities Grant Round 2:** Jessica made a motion to accept the funds from the ALA Libraries Transforming Communities Grant Round 2, Hillary seconded the motion, all in favor.

**NHLTA Conference:** Jessica and Hillary cannot attend. Terry is not sure right now, but she will try to get the time off. Mary is registered.

**Other:** We asked Eileen if proof of insurance is required from Town Hall for the drive back and forth to the schools. Eileen will investigate that.

The employees do still use the time clock to punch in and out.

## **TABLED ITEMS:**

- Building Maintenance
- BPL Strategic Plan
- Library Trustees
- Eversource – Costs and Energy Audit

Duffy Fund Status

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

**Meeting Adjourned: 7:47pm**

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Terry Elliott

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Hillary Horn

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Jessica Ellis-Hopkins