**Belmont Public Library**

Trustee Meeting

February 15, 2022

Called to order at 6:03 pm

Present: Mary Charnley, Terry Elliott, Sam Ducharme (alternate), Eileen Gilbert (library director), Diana Johnson

Director’s report: Mary made a motion to accept the director’s report; Diana seconded it and it passed. December’s report numbers will be shared.

Financial report: Mary made a motion to accept the report; Diana seconded and it passed.

 Mary noted that Breezline’s rates are due to rise again in March. Eversource’s rates are

due to rise as well. These costs may raise the utilities line beyond the budgeted amount.

January’s minutes: Mary made a motion to accept the minutes; Diana seconded and they were approved.

Mary asked Eileen to request a statement for the Duffy Fund from the Trustees of the Trust.

**Old Business**

Personnel policy revision: The library’s personnel policy was updated. Mary made a motion to accept the new policy as amended. Diana seconded and it passed. Mary asked if employees could sign acceptance as part of their upcoming evaluations.

Furnace Room paint: the cost of this repair was edited out of the budget and so Eileen asked for guidance. The trustees requested a written estimate from the painter. Eileen is also checking into details. It will be tabled until the next meeting.

Mary asked that a Fire Inspection be carried out as one hasn’t been done in a number of years.

**New Business**

Donation: A donation of $2000 was given to the library by Beverly Hayes. One possibility for its use may be the replacement of the picture book storage cart.

Adjourned: 7:04 pm

Next meeting: March 22, 2022, 6pm; orientation for new members will be at 5:30 pm.

Respectfully submitted by Diana Johnson