

Belmont Public Library Trustee Meeting Minutes

Date: Tuesday, November 12, 2019

Called to order at 4:35pm

Present: Mary Charnley, Gail Thomas, Diana Johnson, Eileen Gilbert (library director)

Mary made a motion to accept October minutes as well as the library director's and financial reports. Gail seconded and it passed.

New Business

Brickwork- Diana made a motion to accept the Moose plate grant in this public meeting. Gail seconded and it was passed. LChip award announcements should be made soon. We hope these two sources can fund a majority of the remaining brick repair on the building.

Winter Programming- all programs will continue throughout the winter: story time, monthly middle school group and seniors book group.

Staffing- Calista started work to replace Cheryl. She's doing a great job and it's nice to have her.

Old Business

Shades- Home Depot sent an estimate for the installation of shades for all windows: \$2542.54 They will order the shades once payment has been made. Mary made a motion to withdraw \$2542.54 from the Duffy Trust to pay for the blinds. Diana seconded it and it passed.

Windows- Joyce Janitorial came and cleaned the main floor windows. The cost was \$392. Two trustees will transfer the money from saving to checking for payment.

Granite State Glass installed the new storm window replacing the broken one. There was an error in the bill as they were unable to replace the window panes until spring. They will send an amended bill. Mary made a motion to withdraw not more than \$1042 from the Duffy Trust for this work. Gail seconded and it was passed. Once the new bill is received, Mary will request the funds from the Trustee of the Trust funds.

Assistant Librarian coverage- Mary made a motion that Sarah be paid a stipend of \$175/week in addition to her hourly salary to compensate her for additional duties she will have when Eileen is on leave. Diana seconded it and it passed. Mary made a second motion to increase the hours of part time employees as needed for coverage while Eileen is away. These hours are not to exceed 28 hours/week for any employee other than Sarah. Diana seconded it and it passed.

Adjourned at 5:32

Next Meetings: 12/9; 1/6 all at 4pm

Respectfully submitted by Diana Johnson