

Belmont Public Library Trustee Meeting Minutes

Date: Monday, July 17, 2017

Called to order at 4:11pm

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

June meeting minutes were unanimously accepted as edited with the correct RSA number for the non-public session. Two items were added to the agenda (quilted shades and 90th anniversary). The finance report and librarian's report were accepted.

Old Business

Food Bank: Eileen checked with the town administrator about accepting monetary donations for the food bank and was told it is better not to do this; if patrons wish to donate money, they should do so directly to the food bank. Mary contacted the coordinator for "Shaker Closet" at BHS and was told the closet is closed during the summer months and she should contact them again in the autumn if we wish to contribute. Diana suggested having the donation bin set up in or in front of the library for Old Home Day. Eileen will ask Greta to advertise this in Old Home Day flyers, e tc.

By-Laws: Eileen sent our proposed by-laws to the town attorney for perusal. They were returned with a few changes. The by-laws were accepted unanimously with the changes made.

Summer Reading Program: It is going very well so far. Most programming has already taken place with good attendance.

Brickwork: Eileen noted in her report that the town administrator said that money could be taken from the capital reserve to complete the sealing of the brickwork to the west wall requested by Joe Rhodes.

Eileen also noted that Alan Daisy saw that two or three slate roof tiles are missing. Roof work is already being done on another town building. Eileen will ask that company to give an estimate for repair of these tiles. Once received, she'll let trustees know when they can meet with Selectmen to request funds from the capital reserve to repair the roof.

Eileen shared the estimate given by BPS for repointing brickwork on the south end of the building. They noted two large areas near the gabled roofline and four smaller areas on the chimney needed repair. This was different than the estimate given by Gary's Chimney Services who said they would fix only loose mortar and different than Joe Rhodes who said he would repoint the entire side of the building. Eileen will contact Joe Rhodes for more information; does the entire side truly need repointing or only certain sections? Could he write up a formal estimate of the work needed and the projected cost?

Old Home Day: August 12th. Crafters asked to have a 50/50 raffle to raise money to purchase a button maker for the library (to be used in programming when needed). This was passed unanimously.

New Business

Payment for Feasibility Study: The first \$2000 was paid out the saving account; we have a balance of \$6000. There was discussion about the balance being taken from capital reserve fund or the Duffy trust. It was decided that the trust fund should be used to pay the remaining \$6000 while the capital reserve monies should be used for actual work on the building.

Chris Williams Project: Mae Williams called to set up time to come into the library. It should be set for this month or next month.

Computers: The new laptop has arrived and working well. Eileen is still waiting to hear about the cost of new routers and will try to check with them again.

Page Position: Elizabeth will finish working the week of 8/14, her last day being 8/20. Kelly Hayes expressed interest in the position and was hired by Eileen. She is on the schedule in August with Elizabeth as well as with assistants so that she can be trained. Eileen would like to have a small celebration for Elizabeth on that last week- Monday afternoon just before the trustee meeting. Di will bring a dessert, Mary ice cream, Gail lemonade.

Blinds: Eileen contacted Home Beautiful for a quote to replace the quilted fabric shades that cover the windows on the main floor. They are many years old and one in the front is especially damaged. The company that made them and used to service them is now closed. Mary will talk with Lowes about waiving the fee for giving estimates for a non-profit organization so we can get another quote; maybe from Home Depot as well. After a discussion it was decided to just get estimates but that replacement would be later, after any work on the windows might be done.

90th Anniversary of Library building: will be February 4, 2018. Eileen would like to have a celebration on that weekend as well as events/publicity leading up to it. She will enlist the help of trustees, residents, historical society to gather photographs, memorabilia, stories, etc.from the past.

Next meeting: Monday August 14th, 4pm

Monday, September 11 at 4:30 for budget discussions

Monday, September 18 at 4:30 for regular monthly meeting

Adjourned at 5:54pm

Respectfully submitted,
Diana Johnson