

Bethlehem Public Library Trustee Minutes – September 12, 2022

Members Present: Doug Harman, Barbara Szeidler, Lisa Ffrench, Len Grubbs, Sara Plumley, Nora Clark, Mike Culver

Librarian Present: Laura Clerkin

Meeting Commenced at 6:58 pm.

Meeting Minutes

Nora made a motion to accept the minutes as written, with Sara seconding; the motion passed unanimously.

Treasurer's Report

A motion was made by Barbara to accept the treasurer's report as written, with Sara seconding. The motion passed unanimously.

Old Business: None

New Business: Rhienna Miscio has tendered her resignation from the Trustees. With regret a motion was made by Nora to accept Rhienna's resignation and seconded by Barbara.

Sara made a motion to reduce Trustee meeting requirements to 10 times per year. The meetings will be based on library need and will be determined by the active Trustees. The motion was seconded by Nora and passed unanimously.

Committees

HR – Sara reported that feedback for Laura's review has been collated and the HR committee will meet with Laura over this next month for her annual review.

Finance – Budget remains stable with nothing on the horizon. Len did state that next month we will need to set some parameters for the budget as there will be an increase by approximately \$12K due to wages and pension. This also led to discussion of energy approximation in light of cost increases and whether there would be any positive impact due to solar panels.

Buildings and Grounds – Nothing to report.

Technology – Nothing to Report

Bylaws and Policies – Nothing to Report

Librarian's Report

Year to date there is approximately \$600 remaining for all programs. There are several additional programs scheduled for the upcoming months including an Edgar Allen Poe event for October.

A motion was made by Sara to utilize recent donations to complete the program funding for the remaining of this year. This motion was seconded by Nora and passed unanimously.

Laura and Abby would like to attend the NE Library Association Annual 3-day Conference.

A motion was made by Nora to utilize recent donations to allow Laura and Abby to attend this year's conference. This motion was seconded by Sara and passed unanimously.

Laura has produced the 2nd Library Newsletter which has been well received with a 40% open rate withing the first few days of distribution.

A repost within Facebook of "If you were to be in the location of the book you are currently reading, where would you be?" received approximately 762 comments. This is informational for purposes of ways to best connect with the library community.

The Trustees were introduced to the new Children's Librarian: Kami Miller. Warm welcome to Kami

Program Updates:

Afterschool programs have restarted and there is a new Fiber Arts program including a sewing group. The Friday Discussion group is growing strong! The library now has 5 days a week programing.

BES (Bethlehem Elementary School) has begun with five student classes occurring within the library. More to come as schedules are determined. Sue Greenlaw has agreed to keep the Library Director informed of student COVID status in an attempt to protect library staff and the library community.

A motion was made by Len to adjourn the meeting at 7:36 pm, with Sara seconding; the motion passed unanimously.

Respectfully Submitted

Barbara Szeidler in the absence of Tana LeClair, Secretary