

Bethlehem Public Library Trustee Minutes – May 10th, 2021

Members Present: Doug Harman, Sara Plumley, Nora Clark, Tana LeClair, Lisa Ffrench, Barbara Szeidler, and Len Grubbs

Librarian Present: Laura Clerkin

Meeting Commenced at 7:02 PM

Meeting Minutes

The decision was made to accept the minutes as written; the decision passed unanimously, with Sara abstaining.

Treasurer's Report

Len indicated that the budget is still favorable by about \$5,700. It is expected to remain favorable at least until the library is open in a larger capacity.

The motion was made to accept the report, as well as the check registers for the past two months; the motions were accepted unanimously.

Old Business

Nothing to report.

New Business

It was questioned whether trustee meetings should resume in person. It was decided that for now they will remain online for safety, and this decision will be revisited monthly.

Comittees

HR - The committee held Laura's annual review.

Finance – Nothing to report.

Buildings and Grounds – They met with Navarra and the decision was made to rearrange boulders at the rear of the parking lot so that they will allow for more plowing space in the winter. This is a decision made instead of last month's proposed decorative planters.

Technology – The fax machine has been fixed and we will not be purchasing a new copy machine at this time, as it works just fine.

Bylaws and Policies – Nothing to report.

Librarian's Report

Elaine's surgery went well. She will be returning to work this week.

Piper Mountain Webs has been selected to design the library's new website. They specialize in library websites so there is less of a learning curve. Out of 6 or 7 responses, they also happened to be the most affordable. It will cost less than \$3,000 for the design, including the first year of hosting and domain use. After the first year, it will cost \$649 annually to maintain this service. The Friends of the Library will be paying for the new website; they were fine with the cost.

The Story Walk is on schedule to be completed by mid-June; this will be just in time for the kickoff of the Summer Reading Program on June 26th.

Laura will be setting up a mini book sale on the Friday and Saturday of Memorial Day weekend; a larger book sale will be held the week before the 4th of July holiday. This will run June 26th to July 3rd.

The number of patrons using the library have been up and down; there are less reserves than there have been earlier in the pandemic.

It is being considered that the library might open up for regular hours starting sometime this summer; the exact date is still being discussed. Masks would still be required.

Len made a motion to adjourn at 7:34 pm, which was seconded by Barbara and passed unanimously.

Respectfully Submitted

Tana