

Bethlehem Public Library Trustee Minutes – January 10th, 2022

Members Present: Doug Harman, Nora Clark, Barbara Szeidler, Lisa Ffrench, Len Grubbs, Tana LeClair, Rhienna Miscio, and Mike Culver

Librarian Present: Laura Clerkin

Meeting Commenced at 7:01 PM

Meeting Minutes

A motion was made by Lisa to accept the minutes as written, and was seconded by Barbara; the motion passed unanimously.

Treasurer's Report

The library was under budget by \$1,197.33 in the past year's expenses. A motion was made by Nora to accept the report as written, which was seconded by Barbara; the motion passed unanimously.

Old Business

The library's new website is up and running. It is still a work in progress, but so far seems to be working well. The Friends of the Bethlehem Library made a good investment in this project, and we are thankful for it.

The second round from the ARPA grant Laura applied for was approved. Laura sent out a press release about the grant, and what it is being used for. She has started placing orders for items it can be applied to.

Committees

HR - Jane McKay has been hired for the newly vacant clerk position. She has been training for the past week and seems to be a good hire for the library.

Finance – Nothing to report.

Buildings and Grounds – Nothing to report.

Technology – Nothing to report.

Bylaws and Policies – Nothing to report.

There was a lengthy discussion by the board about trying to get COVID-19 test kits into the community.

A motion was made by Len that the library could be a potential location for the distribution of COVID-19 test kits, pending future information and discussion by the board. Nora seconded the motion. The motion passed unanimously.

Librarian's Report

David van Houten dropped off a spreadsheet with information regarding the solar panels; he projects that the library will save \$1,680 annually on its electric bill.

The ARPA grant amounted to more than \$5,000. This means that there is a requirement for a public hearing, in order for the Board to publicly accept the funds. This will be added to the agenda for next month's meeting.

Laura sold the children's rocking chairs mentioned in last month's meeting; the sales amounted to \$200.

The policies have all been looked over, and new policy binders will be given to the trustees at the next in-person meeting.

A motion was made to go into executive session, which was seconded. Each member of the Board was polled, and all voted affirmative.

During the executive session, there was only discussion. No decisions or votes were made

This motion was made by Barbara at 8:47pm to come out of executive session, and back into general session. This was seconded by Nora. Each member of the Board was polled, and all voted affirmative.

Len made the motion to adjourn the meeting at 8:48pm. The motion was seconded by Nora and passed unanimously.

Respectfully Submitted

Tana LeClair