

Bethlehem Public Library Trustee Minutes –January 8, 2024

Members Present: Doug Harman, Len Grubb, Barbara Szeidler, Lisa Ffrench, Sara Plumley, Stephen Dignazio, Nora Clark.

Absent: Mike Culver, Tana LeClair

Librarian Present: Laura Clerkin

Meeting Commenced at 7:01 p.m.

Doug expressed his appreciation to all Trustees and Library staff for a great 2023.

Meeting Minutes

Nora made a motion to accept the minutes with Sara seconding; motion carried.

Treasurer's Report

Len stated that final numbers for 2023 are not yet available. It looks as though we may be slightly over budget, Laura will send out the final year end report as Len is able to complete this.

Old Business:

Lisa questioned the status of the Friends T-Shirts. Laura stated that they will be selling them at the upcoming Preliminaries.

New Business:

Committee Reports

HR – nothing to report.

Building and Grounds: Top Notch to install the back door as their time allows. Lisa to confirm door order status. Quote was for \$13K monies to be taken from the Building Fund.

Laura reports that the Handicap accessible access door bar device is broken. A call has been placed for repair.

Story Walk podium repairs are needed, and the Friends of the Library will undertake this again.

Finance: Donation \$75 made this past month

In December, a total of \$2,550 has been received in memory of Joyce Tucker, some of this money has been allocated for a crosswalk.

Laura requested that a year's subscription to Mango Languages be purchased with some of these donations in memory of Joyce.

Motion made by Sara to allocate \$977.50 for said subscription. Motion 2nd by Nora- Motion carried.

Laura has set the 2024 Library Holiday hours. Discussion of how the Christmas hours may be affected and the final determination will be set by Laura for her staff.

Laura will be participating in a Statewide call to discuss the potential options for non-resident library card patrons. Laura will update the Board next month.

Use of electronic books and potential patron education was discussed.

Technology: Nothing to report

Policies/ByLaws:

Committee will continue to meet to complete policy review process.

Programs Upcoming:

- A demonstration of NED
- AI presentation
- Simple Living Group (trial)

Re-election:

Nora, Tana and Sara's term ends, re-election process for 2024 is required.

Motion for adjournment made by Sara, 2nd by Nora carried, adjourned at 7:38 pm

Respectfully Submitted,

Barbara Szeidler in lieu of

Tana LeClair, Secretary

2/13/2024