

## Bethlehem Public Library Trustee Minutes – 2/12/2023

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

Librarian Present: Laura Clerkin

Meeting Commenced at 7:01pm

### **Meeting Minutes**

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

### **Treasurer's Report**

Currently for the year, the budget is favorable by \$534.98. There is nothing of note to mention further. The year end budget left the library at \$165.68 under budget. Barbara made a motion to accept the reports as written, with Sara seconding. The motion passed unanimously.

### **Old Business**

Nothing to report.

### **New Business**

### **Committees**

HR – Nothing to report.

Finance – This month, there was a total of \$150 in donations; there was one for \$25, and another for \$125. This second one was from a fundraiser by LYS, in memory of Joyce Tucker. Len made a motion to accept the donations, with Barbara seconding; the motion passed unanimously.

Buildings and Grounds – Lisa has been talking to Chris at Top Notch Custom Glass for an update on the external community room door replacement; there is not a set timeframe for this project, but we are hopeful of getting one soon.

Technology – Nothing to report.

Bylaws and Policies – The handbook rewrite is currently on hold. It was brought to the committee's attention that it was missing verbiage regarding bereavement. They are looking into this, and hopefully will have something written up for review at the next meeting. Discussion was had regarding a revamping of the library's mission statement. A motion was made by Mike to keep the statement as written, with Nora seconding; the motion passed unanimously.

Sara made a motion to accept the technology statement with all changes included as written, with Nora seconding; the motion passed unanimously.

### **Librarian's Report**

As a follow-up to last month's questions re: the state, Laura reported on the library's downloadable books statistics. Out of the library's 975 active users, 18 are non-residents. Of those 18, just 5 of them use downloadable books. Only 134 total patrons are utilizing this service.

Irving came January 30<sup>th</sup> filled up the tank. They took us off automatic delivery per request, and Laura will negotiate a new price in the summer.

Andrea Bryant stopped in. She is working with an organization that supplies free Naloxone kits (which help reverse the effects of opioid overdose). Discussion was had about the matter, and the board suggests

that we work with Andrea to come up with an alternative plan that works best for everyone. The board would also like to explore the possibility of asking her to help set up an educational program about this, at the library.

There are four people running for the three open trustee board positions; the three incumbent trustee members are running, as well as another resident.

Len made a motion to adjourn the meeting at 7:56pm, with Sara seconding; the motion passed unanimously.

Respectfully Submitted

Tana LeClair, Secretary