

## Bethlehem Public Library Trustee Minutes – 4/8/2023

Members Present: Doug Harman, Len Grubbs, Stephen Dignazio, and Lisa Ffrench; Nora Clark and Barbara Szeidler attended via Zoom.

Librarian Present: Laura Clerkin

Meeting Commenced at 7:00pm

### **Meeting Minutes**

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

### **Treasurer's Report**

Currently for the year, the budget is favorable by \$222.13. There is nothing of note to mention further. Lisa made a motion to accept the reports as written, with Stephen seconding. The motion passed unanimously.

### **Old Business**

Lisa updated on the community room exterior door. Top Notch Custom Glass is scheduled to install on Monday April 22<sup>nd</sup> at 10am. She asked Chris from Top Notch about training Laura on the new keypad. He replied that there was a handbook, and he felt that it would be easy to learn.

### **New Business**

### **Committees**

HR – Nothing to report.

Finance – Laura won her Summer Learning grant for \$500. This will be used to purchase a VR headset. The staff plan to hold VR programs this summer. The theme is adventure and there will be a virtual travel program for adults, as well as VR programs for children.

Buildings and Grounds – see Old Business.

Technology – Nothing to report.

Bylaws and Policies – Nothing to report.

### **Elections and Committees**

Barbara made a motion that all officers and committees remain the same as last year. Lisa seconded the motion. The motion passed unanimously.

Chairman: Doug Harman

Vice Chairman: Nora Clark

Treasurer: Len Grubbs

Secretary: Tana LeClair

HR Committee: Barbara Szeidler, Sara Plumley

Building and Grounds Committee: Lisa Ffrench, Nora Clark

Finance Committee: Len Grubbs, Nora Clark, Stephen Dignazio

Bylaws and Policies Committee: Lisa Ffrench, Barbara Szeidler

Technology Committee: Mike Culver, Tana LeClair

## **Annual Conference**

The NHLTA Spring Conference & Annual Meeting Conference is on Wednesday, June 5<sup>th</sup> at the Grappone Center in Concord. Doug thinks this is a worthwhile conference to attend and the library will pay for registration. Barbara and Stephen expressed interest.

## **Librarian's Report**

The Eclipse watch party was a success. The Friends handed out 164 pairs of glasses. Many people stayed at the library to watch. Robert Blechl from the Caledonian-Record was there the entire time, interviewing and taking photos of the watchers. The Friends raffled off two telescopes and several t-shirts.

The annual book sale will take place Saturday June 29<sup>th</sup> – Saturday July 6<sup>th</sup>. Historically, the trustees run the book sale on the first day. Laura will create a Google doc for trustees to sign up for a shift.

Len had the idea that each shift be manned by a trustee and someone from the Friends. It would be a good opportunity to get to know each other better and for the trustees to learn more about what the Friends are doing. Laura will mention it at the Friends' next meeting, April 11<sup>th</sup>.

Laura is also investigating options for the book sale discards, as the person who had been taking them is no longer doing so.

There have been a couple of issues with the meeting room recently, including a door being left unlocked and the HDMI plug damaged. Stephen thought this was the cost of doing business. Trustees agreed that no policy change was needed for these infrequent issues.

Stephen said he loves the StoryWalk. Laura said that Ross Veilleux is fixing any podiums that have damage.

Len made a motion to adjourn the meeting at 7:29pm, with Nora seconding; the motion passed unanimously.

Respectfully Submitted

Laura Clerkin, for

Tana LeClair, Secretary