

Moultonborough Public Library
Board of Trustees meeting
July 17, 2025

PRESENT: John Buckley, Chair; Sally Barlett, Vice Chair; Sherry Wakefield, Treasurer; Jack Weekes, Peter Olsen, Nancy Cole, Jane Harrington, Brittany Durgin, Library Director; Kim Lefebvre, and Robert LaFlamme

John called the meeting to order at 9:02 a.m.

The Pledge of Allegiance was taken.

Kim Lefebvre will take minutes for the August meeting.

Secretary's Report:

Motion to approve the June Board meeting minutes, moved by Sherry, Jane seconded, it was unanimously approved.

Treasurer's Report:

Sherry stated that we have spent our budget with an ending balance of \$3.60 from interest. There is a new plan with the DPW for charges going forward to make paying our bills easier. Sherry was commended for a job well done and having several years in a row of having a balanced budget.

John asked for a further explanation of the disbursement of funds from the Trustee Funds. The money spent in June of \$8,820.00 was maintenance and landscaping bills. We have received the payment from the Trustees of the Trust Funds for capital expenses and it has been deposited into the Trustee account. There were no gifts this month. Book Sale total was \$7,659.89 after one final expense of \$30.94 of expense is paid. The sales were up by \$466.00. Ginger has sent out an email requesting feedback on The Book Sale. All agreed it was a success. It was suggested that the Friends have an event each year on Friday night. John suggested starting at 3pm instead of 4pm but will need to be reviewed by the town because of parking and closing early. Peter suggested closing at 6pm instead of 7pm.

Jane moved to accept the Treasurer's Report, Sally seconded, unanimously approved.

Library Director's Report:

The Friends will be making a donation of \$15,000 to be used for new technology.

A request for the PBS grant has been made for \$750.00 and if awarded will be used for craft programs. Josianne has reached out to the crafters who work with the library. This would be in celebration of the 250 anniversary of the American Revolution and the crafts would be ones typically done 250 years ago.

It was suggested by a community member that the Transforming Community Grant funds be used for more user-friendly programs by using technology that assists those who are hearing

and visually impaired, such as closed captioning and Bluetooth compatibility. It was also suggested that we get a Braille typewriter so that we can make labels for various places and items around the library. This will be discussed in August with the technology committee. The building committee will meet next month to discuss the possible renovations of the bathrooms and the air handler replacement. Control Technologies has a new sales rep which has provided us with a new quote which is more in line with other companies.

Brittany is talking with the Fire Chief regarding the town Hazard Mitigation plan as it needs to be revised every 5 years.

Parking stops will be removed as we have had 3 incidents with them this year. Brittany is working with the town and is looking into bollards with solar lights instead of the stops. They need to be at least 48 inches tall and permanent. A discussion was had about different models and the pros and cons for permanent vs movable bollards. Brittany is also talking with Primex for the best option. Carter has suggested payment for bollards may be able to come from the town's facilities maintenance fund. We will have to go to the town meeting for this. The town has been asked last month to remove the parking stops.

The staff has asked for a small desk for Jo-Ann and two standing desks that would be used at workstations that have multiple users for a more ergonomic workplace. This falls under our strategic plan of a healthy work environment. A motion was made by John, Jane seconded, unanimously approved for Brittany to spend up to \$1,500.00 from the trustee funds for the desk and two standing desks.

Our website will launch within 3 weeks, Brittany explained that our new website developers do not host the website and so we will need to find a website host, which will be an annual expense. There will also be an expense of a support system for any tech issues. Brittany is working on finding both. Brittany is expecting an annual cost of \$3,000.00, possibly more. John suggested that she is looking at costs and will make the final decision.

Sally asked if there will be a soft start to the new website. Staff will get training. It was suggested that we offer 1:1 for patrons who would like it.

A patron came into the library and approached Brittany with an issue of the library having the Democrats program "What is a Free Stater" meeting at the library. He also emailed all the town selectmen. Case law provides that we can control time, manner and place, not content. It is not a library-sponsored event; we are providing a space. Patron was satisfied with the conversation.

At this time we have no applications for a page. Brittany has one possibility and will follow up.

Youth Services - Report online

Committees:

Personnel: nothing new

Technology: review next month

Landscaping: Kim got a proposal for the dead memorial tree, which was diseased. The cost will be \$870.00 for the removal and stump grinding. Since it is a memorial tree, there was discussion about whether to invite the family to have another tree, shrub or possibly another item that would represent the person. All agreed that the dead tree should come down. Mary Farnham is assisting Kim on the Memorial Garden and the bittersweet issue. She is uncovering all the bricks in the garden. Kim suggests that Mary be the custodian of the Memorial Garden since this is paid for by Friends. Kim will discuss with Mary and the Friends who will need to approve her position and all proposed projects of the Memorial Garden. Kim and Mary met with M&L on how to mitigate the bittersweet issue. It will need to be cut back, tented, pond liner covers put on it and then mulched for a period of a period of 1-2 years per Mary, who had contacted the state about how to get rid of the bittersweet. The maple tree should be able to survive the treatment. The town dump will burn the bittersweet. Kim feels that the cost will be in the thousands but there is no quote yet. Sally suggested an alternative plan, which UNH uses, of chopping it down on a yearly basis. Michael of M&L will take care of the bittersweet at the front of the library when he prunes the shrubs.

Building committee: will meet in August
Friends of the Library: Discussed earlier

New Business:

NHLA dues paid for all trustees

The next artist, a photographer, will have a presentation for the 4 Thousand Footers on Aug 7th at 6pm. All invited to attend

The new Website will be up in running in August.

Motion to adjourn at 10:28 a.m. made by Sherry, seconded by Jane, unanimously approved.

Respectfully submitted,
Nancy Cole