

Moultonborough Public Library

Board of Trustees Meeting

August 15, 2024

Present: John Buckley, Chair; Sally Bartlett, Vice Chair; Sherry Wakefield, Treasurer; Nancy Cole, Jane Harrington, Peter Olsen, Jack Weekes, Bob LaFlamme, Alternate; Kim LeFebvre, Alternate; Brittany Durgin, Library Director

The Trustees Meeting was called to order at 9:04 a.m. followed by the Pledge of Allegiance.

Review and Approval of Minutes: Sally provided the June Trustee Minutes. There was a motion to accept the minutes by Jane, seconded by Sherry, and unanimously approved by the Board.

Treasurer's Report: Sherry noted that we came in on budget for the FY23-24 operating budget. A motion to accept a donation in the amount of \$1,000 from Winter Harbor Veterinary Hospital was made by Jane and second by Nancy. A motion was made to accept \$72 in donations by Jane and was seconded by Nancy. Jane moved that we accept the treasurer's reports and Nancy seconded. The motion was unanimously approved by the Board. Sherry shared that book sale revenue netted \$6,883.

Director's Report: Brittany shared updates on the library's furniture, including the replacement of chairs in the periodicals room. We have not yet received notice about our grant proposal for funding for the digital sign. Brittany shared the timeline for this year's budget season, including budgets due to the town on Sept. 27 and meetings with the Advisory Budget Committee beginning mid-October. A meeting with CIP will happen this fall. Town Meeting elections will be held March 11. Brittany shared feedback on the book sale with suggestions for next year. The trustees agreed the sale should continue to be held Saturday and Sunday, rather than on different days of the week. The trustees agreed to continue to only partner with the Women's Club and the Friends of the Library during the book sale. The Trustees approved the estimate provided by All Brite Cleaning Inc. and gave Brittany authority to schedule the work to be done in January 2025 and pay for the services out of the operating budget.

Library Sign: John shared a summary from the August 14 meeting with the Planning Board that he, Nancy, and Brittany attended. The Planning Board has requested a Memorandum Of Understanding to include guidelines for how electronic messages are displayed on the sign. Brittany and Dari Sassan, town planner, will draft an MOU to be presented for the trustees' review at the September meeting.

Strategic Planning: More than 300 survey responses have been received. Peter will talk with Sean at UNH about whether it's worthwhile to extend the survey into mid-September. The current plan is to close the survey on Tuesday, September 3. The strategic planning committee will meet in the coming weeks.

Youth Services Librarian: Brittany welcomed Sharon Gulla to the meeting and acknowledged the impactful work Sharon does throughout the year, and especially during the summer months. Sharon was thanked by Brittany and the Board for her work.

Committee Reports:

Technology: A new alarm system is up and running. Brittany is waiting for pricing from Consolidated to upgrade the phone system with new features. Peter shared that he and Brittany continue to review cybersecurity measures suggested by Primex. Brittany has requested information from Fidium about their internet service.

Friends: Jane announced a save-the-date for the upcoming Book and Author Luncheon on October 16 at 11am. This year's author is William Martin.

Grounds and Maintenance: Bob shared an update from his meeting with Mark from Thomas Well, who was not able to determine what the issue is with the new well. Bob will reach out to Roth Well, who originally installed the well, to find out more information. Bob shared that Thomas Well gave an estimated cost to replace the well pump of \$3,800. More research on the wells will be done before deciding how to proceed.

New Business: Brittany shared a presentation on Hoopla usage.

John motioned to adjourn the meeting at 11:15 a.m.
Sally seconded – unanimously approved.

The next Trustee Meeting will be on Thursday, September 19, 2024 at 9:00a.m.

Respectfully submitted,
Bob LaFlamme