

**Dunbarton Public Library  
Board of Trustees  
Monday, January 10, 2022, 6:00 p.m.  
Regular Monthly Meeting**

**Attendance:**

Trustees: Martha Wilson (Chair), Sara Anderson, Bruce Banks, Karen Lessard, Carol Kilmister  
Staff: Mary Girard (Library Director)

**Minutes of December meeting:**

The minutes of the December 6, 2021 regular meeting were reviewed and accepted as corrected (spelling of 'Kaminski'). Motion to approve (Bruce Banks): seconded (Sara Anderson).  
Approved 5-0 via roll call vote.

The minutes of the December 6, 2021 closed session meeting were approved as written. Motion to approve: (Carol Kilmister): seconded (Karen Lessard). Approved 5-0 via roll call vote.

**Treasurer's Report:**

The report was reviewed. Mary reported that we finished the year under budget. There was discussion regarding the report including clarification of lapsing funds as well as the ARPA grants.

**Director's Report:**

Mary reviewed the report of Library programs and upcoming events. Mary noted that all programs will be virtual this winter. Mary noted that she did book shopping in December at Gibson's Books in Concord. The store gave the library a discount. Mary plans to shop at Gibson's once a month in order to support that local business. Full report is attached.

**Business Arising from Minutes and Reports:**

There was discussion regarding the requirement for lighted exit signs in the library. Mary pointed out the lighted fire alarm signs. It was discussed that lighted signs will either be addressed to the Selectmen as a maintenance issue and/or addressed when/if the upstairs is renovated.

The Narcan dispensers in the library have expired. After discussion it was agreed that the library would no longer be a location in town for Narcan. Mary will contact the police department to please come and pick up the expired dispensers.

A refund check was received from HealthTrust. After discussion it was agreed that Mary should receive 20% of the check. Motion to disburse the check: (Bruce Banks), Seconded: (Karen Lessard). Motion approved 5-0 via roll call vote.

**New Business:**

Library policy appeal procedure and the following appeal forms were discussed:

'Request for Review and Reconsideration of a Library Policy' and 'Request for Reconsideration of a Library resource'. Copies attached.

Motion to approve both forms: (Bruce Banks). Seconded (Sara Anderson). Motion approved via roll call vote 5-0.

## **Old Business**

- a. Budget final review: Mary presented her final budget. She will take the budget to the Town offices for inclusion in the Town Meeting manual.
- b. ARPA Round 2 grant check was received in error but Mary was advised by Lori Fischer of the NH State Library to keep it. Mary will draw up a fact/information sheet which will explain the grant and the plans for the grant money as the state library advocates. The info sheet will be available for library patrons. Rolling shelves and a meeting owl will be purchased with the money. As is procedure, a public hearing meeting will be included in the next Library Trustee meeting as notification to the public that the grant has been received. Notice of the pending meeting will be posted in three public venues.
- c. Dunbarton Town Hall Restoration Committee: Mary and one Trustee will continue to attend the DTHRC meetings. Various groups tied to the restoration have toured the library including fire suppression technicians and the architects.
- d. Pandemic service plan – the library will maintain the current Phase Three Modified service plan. Mary closely monitors patrons who come into the library in order to maintain covid safety. Masks continue to be required inside the library. Curbside service continues and is very popular.

**Next meeting:** Next regular meeting will be Monday, February 7, 2022, at 6:00 p.m.

## **Adjournment**

*Motion to adjourn (Karen Lessard); seconded (Bruce Banks). Approved 5-0, via roll call.*

The meeting was adjourned at 7:41pm.

Respectfully submitted,

Sara Anderson