

**Dunbarton Public Library  
Board of Trustees  
Tuesday, April 02, 2024 6:30PM  
Regular Monthly Meeting  
FINAL**

**Attendance:**

Trustees: Sara Anderson, Bruce Banks, Carol Kilmister, David Petersen  
Karen Lessard was absent.

Staff: Mary Girard (Library Director)

Bruce Banks, Chair, called the meeting to order at 6:31 PM

**Minutes of December meeting:**

The minutes of the March 05, 2024 meeting were reviewed.  
Corrections were noted.

Motion to accept the minutes as corrected: Carol Kilmister

Seconded: David Petersen

Motion approved, via roll call 4-0

**Treasurer's Report:**

The financials have not yet been reconciled with monthly statements in Quickbooks. They were tabled until next month.

The library budget numbers are good and Mary said we are doing fine.

Two CDs came due on April 01, 2024. There was discussion regarding reallocating \$1660. (that we spent on a firewall in January 2024) back to the 3 month Charles A. Little CD. Both CDs were to be renewed by TD Bank at the following rates:

CD 6217 (Primary Savings): 3 months @ 4.5%

CD 6225: 6 months @ 4.39%. This CD will then have a different account number.

CD 6241: Charles Little will remain as is until discussion on 7/1/2024 prior to its renewal.

Motion to approve reallocation of \$1660. From the primary savings account to the Charles Little CD: Carol Kilmister

Seconded: David Petersen

Motion approved, via roll call 4-0

**Director's Report:**

Mary went over the Director's Report, copy attached. It's been another exciting month at the library. Mary submitted two applications to NH Humanities for the March 101 – October 31 grant period and both were rewarded. Story Time

continues to be a popular event. Bruce Banks and Carol Kilmister were both reelected to the Board of Trustees at the Town Election.

**New Business:**

- A. Mary reported that she did not renew the Narcan. All town emergency vehicles now carry Narcan and are just seconds away from the library.
- B. The Programming Policy was discussed and a minor change was made. Motion to accept the Programming Policy as amended: Carol Kilmister  
Seconded: Sara Anderson  
Motion Approved, via roll call 4-0.
- C. The Social Media Policy was discussed and no changes were made. Mary will re-title the policy from DRAFT to FINAL.
- D. The Circulation Policy was discussed and some minor typos were corrected. Mary will re-type the draft with corrections.
- E. Trustee Roster: Mary updated the term dates of Carol Kilmister and Bruce Banks. The Duties will remain the same. Motion to accept the updated Trustee Roster: Carol Kilmister  
Seconded: David Petersen  
Motion Approved, via roll call 4-0.
- F. Women's Coffee: This new program was discussed. Women will meet at the library 2x per month. They will bring their own beverage. No children, adults only.

**Old Business:**

- a. Library security: Mary reported that the new library door handles still have not arrived. The current handles don't work properly and appear to be locked all of the time. The front doors are difficult to open but they do lock properly. Mary has put up signs with directions for opening.

**Next meeting:** Next regular meeting will be TUESDAY, May 07, 2024 at 6:00 PM in the library.

**Adjournment:**

Motion to adjourn: Carol Kilmister.  
Seconded: Sara Anderson  
Motion approved via roll call 4-0  
The meeting was adjourned at 7:45 pm.

Respectfully submitted,  
Sara Anderson