

**Dunbarton Public Library
Board of Trustees
Tuesday, July 09, 2024 6:30PM
Regular Monthly Meeting
FINAL**

Attendance:

Trustees: Sara Anderson, Bruce Banks (Chair), Carol Kilmister, David Petersen

Staff: Mary Girard (Library Director)

Members of public: There were no members of the public in attendance.

Bruce Banks, Chair, called the meeting to order at 6:30PM

Closed Session Minutes:

Sara Anderson passed out Closed Session minutes from the June meeting to all Trustees in attendance. It was discussed that the closed session minutes will be kept in a locked box that Mary has acquired.

Motion to accept the closed session minutes as written: David Peterson

Seconded: Carol Kilmister

Motion approved via roll call: 4-0

Minutes of June meeting:

The regular meeting minutes from the June 2024 meeting were reviewed. There were no changes necessary.

Motion to accept the minutes as written: Sara Anderson

Seconded: David Peterson

Motion approved via roll call: 4-0

Treasurer's Report:

Mary reported that all is on track with the projected budget.

Mary will check with the bookkeeper to confirm how much money is left for acquiring books.

Mary reported that the CD's have matured and the rates are still good.

Bruce Banks, Chair, stated the following:

A name change for QuickBooks was formulated as follows:

Mary Girard is now the Primary Administrator of QuickBooks for the Dunbarton Public Library. In addition, Karen Lessard is secondary.

Director's Report:

Mary went over the Director's Report, copy attached.
With regards to a local girl volunteering her "helping hands", Carol advised Mary that she should keep a detailed log of all that the volunteer does.

New Business:

Discussion on the Collection Development Policy was tabled until the full board is present.

Motion to table the discussion: Bruce Banks

Seconded: Sara Anderson

Motion approved via roll call 4-0

Old Business:

Library Security:

There have been some issues with the outer door push bar. Bruce suggested Mary use an Allen wrench to fix it.

Non-Public Session:

Motion to enter Non-Public Session : Bruce Banks

Seconded: Carol Kilmister

Roll call vote for approval was unanimous.

Public session:

Public session reconvened at 7:10PM.

Next meeting: Next regular meeting will be Tuesday, August 6, 2024 at 6:30PM in the library.

Motion to change meeting from Mondays to Tuesdays: Bruce Banks

Seconded: David Peterson

Roll call vote for approval was unanimous.

Adjournment:

Motion to adjourn: Bruce Banks

Seconded: Sara Anderson

Motion approved via roll call 4-0

The meeting was adjourned at 7:45 PM.

Respectfully submitted,
Sara Anderson