

**Dunbarton Public Library
Board of Trustees
Monday, January 09, 2023 6:30PM
Regular Monthly Meeting**

Note: Due to the upstairs Town Hall construction project, this Trustee Board meeting was held in the Dunbarton Elementary School Teachers' Lounge.

Attendance:

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

Staff: Mary Girard (Library Director)

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

Minutes of December meeting:

The minutes of the December 5, 2022 were reviewed.

Corrections: Mary had made notations on her hard copy of the minutes and gave those to Sara so she could incorporate them into the final copy.

Motion to approve with corrections (Carol Kilmister)

Seconded (David Petersen)

Approved as corrected 5-0 via roll call.

New Business:

Treasurer's Report:

The Treasurer's Report was discussed.

Bruce asked what would happen if we went over budget. Carol and Karen explained that the budget has some money allotted to cover possible overage. The Quickbooks program was discussed in terms of the nuts and bolts of how it works.

Upcoming town elections: Sara and Karen need to go to the Town Clerk and register to be on the ballot for Library Trustee as their terms will come up in March.

Director's Report:

- The report was reviewed; copy attached.
- Mary went over the report.

New Business:

*Dave Nault will be the Selectman Point Person for the duration of the upper Town Hall construction project whom we can contact with library concerns.

*It's too early to specify exactly what security system will be needed. There is \$2,000. in the budget allotted for security system expenditures.

*Mary and Karen will finalize the 2023 Budget.

*Library Grand Re-Opening: The date for re-opening cannot yet be set. Ideas for the celebration including how to get the word out to the community will be researched and discussed at further meetings.

Circulation Policy:

We started reviewing the Circulation Policy and will continue to review and then finalize the policy at the February meeting.

Old Business:

Reopening phase of Pandemic Service Plan: This will be discussed at a future meeting. As the library is currently closed, covid considerations are for Mary, Lisa and any visitors who drop in. Covid is still prevalent in Dunbarton and Mary and Lisa have been wearing masks in the library as they deem necessary.

Next meeting: Next regular meeting will be Monday, February 6, 2023 at 6:30 PM in the Dunbarton Elementary School faculty room.

Adjournment:

Motion to adjourn (Karen Lessard)

Seconded (Sara Anderson)

Approved 5-0, via roll call.

The meeting was adjourned at 7:45 PM.

Respectfully submitted,

Sara Anderson