

Dunbarton Public Library
Board of Trustees
Monday, September 12, 2022 6:30 PM
Regular Monthly Meeting

Attendance:

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

Absent: Sara Anderson

Staff: Mary Girard (Library Director)

Members of public: No members of the public attended.

Meeting called to order at 6:32 pm

Minutes of August meeting:

The minutes of the August 8, 2022 were reviewed.

Motion to approve with no changes (Karen Lessard)

Seconded (David Petersen)

Approved 4-0, via roll call.

Treasurer's Report:

- The financials were reviewed by Mary. She reported that the facilities line will be spent down a bit due to the shelving parts that are on order. Mary also reported that we can expect the NH downloadable content bill to increase next year by about \$90.00 – but we can likely move money from the audio line.
- Given the changes to the building, the board discussed inviting a selectman to an upcoming meeting when we discuss next year's budget, in order to assist us in understanding what the town will cover versus what the library budget will be responsible for covering.
- Karen mentioned that she spoke with the auditors about the payroll error correction and wanted to remind the board that we'll need to reduce our expenditure by that same amount in this year's end of year report.

Director's Report:

- The report was reviewed; copy attached.
- Mary reported that construction continues -we are on week 20, which was meant to be the construction completion target.
- If construction continues into the winter months, and it gets cold and snowy, Mary will have the drop box moved to the town hall parking lot so that patrons don't have to walk through the snow/ice. (The board expressed concern about library staff having to walk that same area in order to enter the front of the

building, and hoped that there may be another option as we get closer to winter weather.)

- Mary received advice from the NH State Library regarding our building security. The board discussed technology options and how best to create a system that works for both the safety/security of the staff as well as the building/new addition. Mary will reach out to the Police Chief to discuss, and we may ask him to attend our next meeting along with a selectman.
- ARPA₂ grant completed and accepted – great work!
- Mary reviewed several upcoming programs – all virtual.

New Business:

Bruce brought up recent news from around the country about protests at public libraries and certain book topics. The board discussed the recently approved policy regarding how to address any concerns.

The other three New Business topics were discussed earlier in the meeting.

NHDOL safety audit

Mary shared the Town Administrator's memo regarding the recent NHDOL inspection of town buildings. The library is looking at moving the conference table and labeling the cleaning supplies as had been noted as a concern. Mary is on the JLMC and will work with them next month to address all of the issues found in town facilities and respond back to the NHDOL.

Old Business:

Pandemic Service Plan Review:

The Pandemic Service Plan is still in effect; there are limited numbers of visitors, masks continue to be optional, and pick up/drop off continues to be available at the front entrance.

Next meeting: Next regular meeting will be Monday, October 3, 2022, at 6:30 PM in the Dunbarton Elementary School.

Adjournment:

Motion to adjourn (David Petersen)

Seconded (Carol Kilmister)

Approved 4-0, via roll call.

The meeting was adjourned at 7:33 PM.

Respectfully submitted,

Carol Kilmister