

Converse Free Library Board of Trustees Approved Meeting Minutes

Monday, March 1, 2021

Meeting called to order at 7:05 pm and conducted via Zoom.

Roll Call - Audrey Brown, Marybeth Durkin, Dan O’Hara, Kaye Ramsden, Deb Robinson, Judy Russell, Pete Swart, Beth Taylor, and Georgina Voegele.

Beth, a board member since 2013, including a term as president, began her final meeting expressing support and appreciation to all. She acknowledged the privilege and honor of working with Judy and guidance from Nancy Grandine, Esq., a former board member. Beth initiated the Trustees 101 educational presentation at the start of the monthly meetings and, taking a cue the Friends, opened the meetings with a review of books people were reading and the movies they were watching. Beth, in conjunction with Audrey, is most proud of her work in aligning the library director’s salary with the labor market.

February Meeting Minutes – Audrey

1. February regular meeting minutes were reviewed. Beth made a motion to approve, Deb seconded, and all members were in favor.

Treasurer – Pete

1. The overall financial report remains stable but impacted by the pandemic.

Library Director—Judy

1. Judy reviewed the Lyme Town Report – library property assessment is unchanged and she would like to learn more about our insurance coverage.
2. Build America’s Libraries Act – both building and broadband support from the Senate is being addressed. Judy urged us to support this by contacting New Hampshire Senators Shaheen and Hassan.
3. Library website traffic is down.
4. Judy attended an informative, daylong conference that included a talk by Rebekkah Smith Aldrich that addressed “the next normal” for libraries.
5. Judy pointed us in the direction of the REALM (REopening Archives, Libraries, and Museums) project link for updates.
6. Karl Furstenburg’s talk (see below) on March 16 will be recorded and available to patrons.
7. Junkets with Judy – overall, variable attendance so Judy has pulled back and is rethinking the format.
8. Circulation stats are down, as is expected. Judy will keep an eye on this.
9. Judy met with the Lyme School’s Technology and Media Specialist, Laura Geary, to identify school needs. They will continue to meet regularly.

Technology Committee—Judy

1. Judy’s work computer had exceeded its capacity and was replaced.

Buildings and Grounds Committee--Dan

1. Landscape work for spring – Judy will inquire about Friends funding for this.
2. Handrail repainting - remaining Swan grant money will cover this.
3. Portico steps repair plan. Judy is working on tracking down an appropriate contractor.
4. Curb stops, bollard, line painting - some of this can happen during trustee clean-up day.
5. HVAC consultation - Judy is reaching out to contractors.
6. Electrical work- the parking lot light repair is finished; some bulb replacement and panel labeling remain to be completed.

Business Requiring Action or Discussion

Our strategic planning process is in its nascent stages. A 10-year plan with a focus on specific, short-term priorities will be outlined. Sustainability (i.e. solar panels on the roof) will be a guiding principle. Establishing a modest trust fund, addressing physical space constraints and facility upgrades in the next 10 years, and administration and distribution of the school library program will be some of the issues to tackle. The town wide survey on library services that was conducted 6 years ago will be reviewed to help guide the plan. Administration of an updated survey may be considered once next-normal operations are established. The strategic planning committee will meet monthly.

Upcoming Virtual Events

1. Book groups (adult fiction & nonfiction)
2. Online handcrafters
3. Karl Furstenburg, March 16, 7 pm. For families with teens: Karl Furstenberg is joining us via Zoom on Wednesday, March 17, at 7pm, for “Selecting and Applying to College in Uncertain Times.”

The meeting was adjourned at 8:15 pm.

Respectfully submitted,

Marybeth Durkin

The mission of the Converse Free Library is to foster a love of reading in the Lyme community. In a welcoming environment, the Library provides services and resources that encourage learning, stimulate curiosity, and invite the sharing of ideas.