

Converse Free Library Board of Trustees Meeting Minutes

Monday, May 3, 2021

Meeting called to order at 7:10 pm and conducted via Zoom.

Roll Call - John Biglow, Audrey Brown, Marybeth Durkin, Julie Goodrich, Kaye Ramsden, Deb Robinson, Judy Russell, Pete Swart, and Georgina Voegele. Welcome to Jennifer Boylston, a member of the Lyme School Board, who joins us tonight.

Public Comment - none

April Meeting Minutes - Audrey

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

Treasurer - Pete

1. The Lyme Town Library Financial Report was reviewed. Overall we are in a stable fiscal state but looking forward to potential fund raising this summer. There is money in the budget which may be applied to some remaining projects.
2. The most recent budget report from the town is not available.

School Board – Audrey, Judy, and Jennifer

1. Jennifer Boylston joined us from the Lyme School Board. Judy reviewed our long standing relationship with the school and how we facilitate community building and privacy issues given the unique relationship between the school and the library.
2. Jennifer reported that the school board will be revisiting the policies and will keep the library up to date.

Library Director Report - Judy

1. REOPENING: Judy shared the most recent Covid statistics for NH and VT. Herd immunity is probably unachievable. Mitigating risk is still the goal. The library has been closed for 13 months and Judy proposed a partial re-opening on May 17. Masks for all will continue. A 2nd barcode reader will be installed that will allow patrons to scan their material - this will facilitate distance between patrons and library staff. Indoor signage will be updated. Judy reviewed the detailed rules for a partial reopening. The next phase will be a sit-down opportunity – potentially achievable this summer if Covid trends continue to improve.
2. Some of the Dartmouth bookstore shelving units are in place and Judy continues to determine how best to use the shelves.
3. ARPA money – Judy will be applying for a \$3000 grant. Future opportunities with larger grant funds will be coming.
4. Judy plans to solicit donations from non-resident patrons.

5. Judy will take the month of July off but will still be working remotely some of the time, of course! Margaret and Brain will also be taking vacation time this spring/summer.

Technology Committee – Judy

1. Setting up Aspen Discovery Service, a user friendly catalog interface for patrons, is moving along. Judy and her colleagues (a consortium of 15 Koha libraries) have brilliantly negotiated costs with ByWater Solutions. A contract has been signed and the initial bill will be \$650. The training will start soon and all library staff will be trained. Roll out date is anticipated this fall. There will be a bright new look when you sign into your account and multiple ways to search.

Fundraising – Kaye

1. No updates at this time.

Buildings and Grounds Committee – Deb

1. Curb stops installation – there are some challenges and Deb will explore. The line painting can be accomplished.
2. Handrail painting will be postponed until it can be accomplished professionally.
3. Other painting projects include the signpost and the stairs in the back.
4. Spring work day May 8, weather-dependent.
5. Cole Electric estimate and the portico stair work are pending

Strategic Planning – Audrey

The UN 2030 Sustainable Development Goals (composed of 17 goals), as adopted by the ALA, will guide our immediate and long term 10 year plan. The intent is to review all issues impacting the library and identify solutions that align with the 17 goals. Judy and Audrey are working on an outline and the plan should be available in the fall. A letter addressing our commitment to working with and adopting a leadership role in promoting these goals will be sent to the community and information secession(s) will be held. Identifying partnerships with other community resources such as the food pantry, energy committee, parish nurse, and health and wellness will be reviewed. Facility up-grades that require attention include a potential solar energy system (funding and timing TBD), the septic system, and HAVC (which is preliminarily underway with ARC). Reviewing the long term relationship with the Lyme School and ways to improve and strengthen this will be undertaken. Establishing a modest trust fund is an important goal to help offset potential emergencies, sustain our contemporary relevancy, and foster ongoing support for the community.

Other Business

Audrey encouraged board members to look at the committees available and submit requests. Deb will chair Buildings and Grounds and Dan will continue to guide. Marybeth will take Beth's place on the Personnel Committee. More positions will be available this fall with Strategic Planning. Julie has offered to attend the next Friends.

Upcoming Virtual Event

1. Tuesdays, 1:30-3 pm, **Tech Tuesday**
2. Wednesdays, 3-5 pm, **Handcrafters Gathering online**
3. Ongoing Virtual Book Groups

The meeting was adjourned at 8:36 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.