

Converse Free Library Board of Trustees Approved Meeting Minutes

Monday, October 4, 2021

Meeting called to order at 7:06 pm and conducted in person. Phone and Zoom were also options for those unable to attend in-person.

Roll Call - John Biglow, Audrey Brown, Marybeth Durkin, Deb Robinson, Pete Swart, Dan O'Hara, and Judy Russell.

Public Comment - none present

Trustees 101 - We reviewed books we were reading or listening to.

Treasurer Report - Pete

- We remain in stable fiscal shape. The Books line has been overspent, but this was expected due to low Blisters funds No town budget report.

Review of proposed 2022 budget - Judy

- Judy reviewed 2 proposed 2022 library budgets - A (\$193,853/4.12% increase) and B (199,153/6.97% increase). Budget B allotted more money to books, cataloging/processing, and computer maintenance and supply expenses. Judy pointed out that no funding for children's books has ever come from the school, which may be changing, and that we need to move away from using Blisters for Books as a primary source of funding for children's books. Cataloging/processing increases are related to moving to the Aspen Discovery platform and increased pricing for processing materials. Computer expenses have increased given the essential hardware updates. The town has not put forth a clear message regarding the budget but it did indicate an overall 4.1% increase, according to federal inflation numbers. The library director's salary over the last few years has increased to competitively align with the library directors' salaries of comparable New Hampshire communities, but the adjustments did not build in cost of living increases so for fiscal year 2022, this is being factored in. Pete moved to approve budget B, Dan second, and all were in favor.

Technology Committee - Judy

- New Aspen live date: Monday, November 1

Library Directors report - Judy

- We broke a school circulation lending and downloadable audios record in September. Circulation numbers are good, especially in context of the ongoing pandemic.

- The children's program remains on hold (understandably) and online adult programming continues.

- After-school hours are being reviewed.

- Individual school classes for K-4 are still assembling in the basement, but the students are eager to return upstairs.

Buildings and Grounds Committee - Deb and Judy

- ARC's HVAC estimate – Judy recently reviewed the existing system with ARC. A hyperheat (heating and cooling) system was recommended – 3 zones proposed (\$19,340). A commercial grade dehumidification system was recommended for the basement (\$4,124). All of the equipment costs have gone up everywhere by 30%. ARC is short on labor and currently scheduling out 6-8 months out. We discussed potential sources of funding.

- Audrey and Julie's assessment of landscaping needs are on hold until spring.

- Handrail painting will be undertaken in spring 2022. Deb worked with Will Pushee to assess the rails. Most areas need to be sanded and painted. The attachment brackets are rusted and broken and not secure. The posts have been hit in the past and are unstable and probably need to be replaced.

- Cole Electric job is (nearly) complete!

- Cement steps repair plan - this will be expensive.

- Fence on Luke and Leigh Prince boundary - on hold until prices drop.

- Elevator to be inspected this month (per the planned maintenance schedule).

- Water malodor – the library will inquire with Adam Patridge of Lyme Water Association about continuing to flush the system regularly.

Strategic Plan - Audrey and Judy

- Update on school-library relationship - Judy and Audrey met with Elise Foxall and Becky Wipfler on September 30 and will continue to move forward.

Business Requiring Action or Discussion – Audrey and Judy

- Select board MOU (Memorandum of Understanding) – signature updates obtained.

- Thinking ahead to March - Trustee turnover was discussed.

Upcoming Events

- October 7, 8 a.m. to 1:45 p.m. Blisters for Books fundraiser, On the Common

- October 21, 7 p.m., Robert Goodby, reading from his book *A Deep Presence: 13,000 Years of Native American History* via Zoom.

- Three online art history presentations by Jane Oneail of I Am Culturally Curious, in conjunction with the Plainfield and Canaan libraries: Tuesday, October 26, 6:30 p.m.: “The Wyeths: An American Artistic Dynasty;” Tuesday, December 7, 6:30 p.m. “Art and World

War II: Hitler's Cultural Ambitions and Nazi Theft;" and Tuesday, January 11, 6:30 p.m.:
"Granite State Gallery: NH Art & Artists through the Years."

- Sunday, October 31, 4:30-6:30 p.m. Trick or Treat at the library (outside the front door) - Handcrafters are meeting regularly back at the library, Wednesdays, 3-5 p.m. - Tech Tuesdays continue, 1-3:30 p.m.

The meeting was adjourned at 8:37 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.