

Converse Free Library Board of Trustees Meeting Minutes

Monday, December 7, 2020

Meeting called to order at 7:03 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

Public Comment - None

Trustees 101 - Audrey

1. Transitioning from a 9 member board to a 7 member – what are the implications?
2. NH Library Trustees guidelines stipulate that an odd number of trustees is necessary. Nation-wide, many boards have just 5 members.
3. Patty Jenks would like to research the issue a bit more before weighing in.
4. A decision to table the decision to January 2021 was made and accepted.

November Meeting Minutes - Audrey

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

Treasurer - Pete

1. The Lyme Town Library Financial Report was reviewed. We took in \$1185 and spent \$147.
2. Pre-Blisters fund raising efforts have yielded \$2612 to date with another \$870 donated in November.
3. Swan Grant Funds - Tim Olsen was paid \$5250 and there is \$686 remaining from the original grant.

Library Director - Judy

1. Circulation stats bounced back in November. Judy's marketing, book bags, and intra-library loans have helped. Digital subscriptions (Ancestry and to a lesser extent, Heritage Quest) have picked up a bit. NYT is working (despite the messaging when you log on). Streaming video, Kanopy, and down-loadable books have picked up, and eBooks have increased 45% this year. Judy is heartened by this.
2. Periodical selections have increased – more than 3000 options, including foreign selections, are available at this time.
3. Megan Fryman is doing a fabulous job!
4. Judy enjoyed her Thanksgiving time-off.
5. 613 new items have been added to the library.
6. The new library sign is ready for installation.

7. Lyme Fiber was installed 11/14; speed has improved but there are a few technical issues to overcome.
8. Mesh Wi-Fi is working well – a hearty applause for Steve Campbell’s hard work!
9. New library patrons – 125, which includes new school members, nonresidents, adults, and families.
10. In context of the pandemic surge, the resultant library in-person closure was difficult to undertake but an understandable necessity.
11. The library resources are enormous! Judy encouraged all to share this info with the community.
12. Junket with Judy, newly initiated, has been fabulous and well attended!
13. Virtual book groups have also been well attended - both fiction and nonfiction.
14. In the works – writing groups and barn quilts with Karen Keane. Soliciting feedback from parents re: children’s programming is also on the to-do list.
15. The holiday schedule (proposed paid and unpaid holidays) for 2021 was reviewed. Holiday pay will be granted to all employees working 20 hours or more per week. Pete made a motion to approve, Dan seconded, and all members were in favor.

Buildings and Grounds Committee – Dan

1. Tim Olsen work - a few things pending: finishing up signpost, bill for recent work.
2. Landscape work for the front of library, handrail painting, cement steps repair, curb stops and bollard installations and parking lot line painting will be scheduled for spring 2021.
3. Judy is consulting with 2 HVAC options.
4. The parking lot light repair will be scheduled with Cole Electric and replacing burnt out bulbs will be undertaken.
5. Estimates for efficient lighting replacement and panel labeling will be researched.

Upcoming Virtual Event

1. Tuesdays, 1:30-3 pm, **Tech Tuesday**
2. Wednesdays, 3-5 pm, **Handcrafters Gathering**
3. Thursdays, 7 pm, **Junket with Judy**
4. Ongoing Virtual Book Groups – 2 sections of fiction reading *Bookshop of the Broken Heart*, by Robert Hillman and 1 section of nonfiction reading, *Short Nights of the Shadow Catcher: The Epic Life and Immortal Photographs of Edward Curtis*, by Timothy Egan.

The meeting was adjourned at 8:11 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.