

Converse Free Library Board of Trustees Meeting Minutes

Monday, November 2, 2020

Meeting called to order at 7:06 pm and conducted via Zoom.

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

Public Comment: None

October meeting minutes - Audrey

1. October 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 a little more than expected over the last month. Judy had a generous response to her pre-Blisters fund raising effort - \$1605 thus far has been donated. There are some outstanding bills to be paid which will be covered by the Swan Grant.
2. The 2021 budget submitted under a 1% increase did grow to 2% after the benefits were factored in. The Budget committee, however, was in agreement with the proposed budget and expressed appreciation with Judy's thorough presentation.

Library Director - Judy

1. Judy reviewed the library statistics. She was a little disappointed in the circulation numbers despite curb side delivery. Downloadable audio and Kanopy use decreased, the school borrowing went down a bit compared with September, and the regular adult borrowing increased.
- A new custodian, Megan Fryman, has joined the team and she is working out very well. Megan is working every morning from 6-7am and coming in for 5 hours on Sundays. Judy has added shelf reading (putting books back in order) and shelf cleaning to her job responsibilities. Relocation of library discards will need to be addressed as Mike Beck had previously transported them to the school recycle bin.
 - 275 new items have been added to the library since October including a new CD player for those who still rely on CDs.
 - Judy participated in a workshop, organized/sponsored by Library Journal (an independent periodical), looking at building resilient partnership. She would like to take some of the ideas and scale them to Lyme. She sees this as an opportunity to align and restructure the library's partnership with the school.
 - Judy provided feedback to Brian and expressed appreciation for all the great work he has done. His job title is now officially Circulation Librarian.

Technology Committee – Judy

1. No updates at this time

Buildings and Grounds Committee – Dan

1. The elevator passed inspection.
2. The indoor septic pump needs to be resealed which should remedy the odor problem.
3. The parking lot lines need to be repainted, the curb stops and bollard installed, and the handrails repainted which will be on hold until the spring.
4. Megan has cleaned out the utility closet and Tim Olsen will dispose of the trash.

Additional Business – Audrey

1. Cindy Valence resigned from the board because of increasing work responsibilities. Her term expires March 2021 and at this time, her seat will remain open until the next election.
2. Beth, after 9 years of trustee service, will not be seeking reelection in March 2021.
3. Moving to a 7 member board from our current 9 member will be considered. Audrey will research this.
4. Reaffirming Trustee Bylaws – these were reviewed and Pete moved to reaffirm, Gina seconded, and all were in favor.
5. Donating to the Friends vs directly to the library – what is the difference? This was briefly discussed.
6. Judy and Kaye as members of the Fund Raising Committee are meeting Thursday, 11/12.

Upcoming Virtual Event

1. Book groups – adult fiction and nonfiction
2. Online handcrafters continues
3. Thursdays with Judy – community conversations, name TBD.

The meeting was adjourned at 8:25 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.