

CONVERSE PUBLIC LIBRARY
LYME, NH
BOARD OF TRUSTEES

Meeting Minutes

DATE: 11/7/22 TIME: 7pm TYPE OF MEETING: Regular

PRESENT: John Biglow, Audrey Brown (Chair), Melanie Isett, Julie Goodrich, Meg Lysy, Kaye Ramsden, Deb Robinson

ABSENT: Peter Swart, Kim Werner

PUBLIC PRESENT: Mark Bolinger

Call to Order at 7:03pm

1. Public Comment: None
2. Trustees 101/Policy Committee
 - a. Volunteer Program: Discussion about the library's volunteer program (paused during COVID) and its benefits and challenges; namely, that it was not in compliance with the Best Practices for Volunteers recommendations or in total compliance with U.S. Department of Labor laws regarding use of volunteers.
 - b. The Library Director is creating a new policy and asked whether the Trustees would be willing to pay the \$25 background check fees. The new policy will be drafted by the Library Director and shared prior to the next meeting.
3. Approval of **October 2022 meeting minutes**– Kaye Ramsden moved to approve, Melanie Isett seconded and all were in favor. John Biglow abstained.
4. Strategic Planning
 - a. Mark Bolinger from the Lyme Energy Committee shared with the Board a proposal to make the library a more sustainable facility and the Board discussed the challenges and benefits; Mark Bolinger offered to write up notes and send them to Audrey and Judy. There was general support for this idea among board members.
5. Treasurer:
 - a. Library checking account discussion
 - b. Update on 2023 budget (Judy met with Budget Committee 10/19)
 - i. Information gathering stage
 - ii. Select Board reviewed the 2023 budget without any questions
 - c. Deb Robinson moved to approve the Library Proposed Budget for 2023, Kaye Ramsden

seconded the motion and all approved

6. Library Director Report

- a. 2023 Holiday Proposed Schedule
 - i. Meg Lysy moved to approve the Paid Holiday Schedule (including 11/10/23 and **11/11/23**, which will be corrected on the final draft), Melanie Isett seconded and all approved
- b. Blisters for Books Round-up
 - i. Approximately \$6,800 has been raised by Blisters for Books (BFB) to date, A committee will be formed to reestablish the process and create efficiencies for BFB
- c. Staffing update:
 - i. Audrey Brown made a motion to approve Ursula Slate from Permanent Sub to Interim Library Clerk, Julie Goodrich seconded and all approved. Judy expressed her own, and the public's, delight at having Ursula as a welcoming and competent "face of the library.
 - ii. Snow removal (not plowing): purchase of snowblower and shelter for Matt Thebido to remove snow and ice. Board approves to spend up to \$1200 on this equipment (consistent with the Board's general rule that the Buildings & Grounds Committee can spend up to \$2000 without a Board vote).
- d. Staff and volunteer gifts
 - i. Discussed gifts for volunteers and a caution to not gift cash per auditor request

7. Buildings and Grounds Committee

- a. Deb Robinson will speak to the Princes about the plans and timing for the boundary fence as well as the floodlight that shines on the sign by the street for approximately four hours every evening
 - i. Deb Robinson will discuss further with Judy and the Princes
- b. Estimate for back doors received from Tim Olsen (and Mike Varnese at LaValley Building Supplies) at approximately \$20,000
- c. Estimate for the front steps informally received from Tim Olsen (and Trevor Ball, mason) at \$20,000
- d. Suggestion to have a planning meeting to line up funding for improvements and Judy/Audrey will follow up after Judy reviews current grants available.

8. Business Requiring Action or Discussion

- a. Friends meeting on November 14, Melanie Isett will attend

9. Upcoming Events

- a. Handcrafters Gatherings, Wednesdays, 3-5 p.m.
- b. Tech Tuesdays, 3-5 p.m.
- c. Chess Club Thursdays, 2:15-3:15 p.m. - till December 15
- d. Monday Movies, 3:15, every 4 Mondays, all school year - Next one: November 14
- e. Nonfiction Virtual Book Club (13 participants plus Library Director) continues to meet every other week.
- f. Update on the Ukraine War, with Bill Wohlforth. Via Zoom at NOON on Tues, November 8. Live from London (will be recorded).

- g. Art Show Reception for Meg McLean. Wednesday, November 16, 5:30-7pm, in person!
- h. Three upcoming Jane Oneail/Culturally Curious online art-appreciation events. First one is Tuesday, November 22, 6:30pm, via Zoom: "War and Peace and Winslow Homer: The Civil War & Its Aftermath." Others are scheduled for January and March.
- i. Reptile Rendezvous with VINS. Wednesday, December 7, 1:45-2:45pm, Lyme School Gym. Sponsored by the Friends
- j. Big Trees of Northern New England, with Kevin Martin. Wednesday, December 7, 6:30pm, in-person at Lyme School Cafeteria. Sponsored by Northern Woodlands. We are co-sponsoring.

7. Next meeting date: December 5, 2022, 7-9pm

Adjournment at 8:50pm

Submitted and recorded by Meg Lysy, Secretary