



CONVERSE FREE LIBRARY  
LYME, NH  
BOARD OF TRUSTEES

## Meeting Minutes

DATE: 4/3/23 TIME: 7pm TYPE OF MEETING: Regular

PRESENT: Brigette Cameron, Julie Goodrich, Melanie Isett (Chair), Meg Lysy, Alex Nunez, Erin O'Donnell, Deb Robinson, Judy Russell (Director), Kim Werner, Courtney Wise

ABSENT: None

PUBLIC PRESENT: None

Call to Order at 7:05pm

1. Public Comment: None

2. Trustees 101:

- a. Introductions
- b. Overview of Roles and Relationships
  - i. Library Director
  - ii. Library Trustees
  - iii. Friends of the Lyme Library
  - iv. Lyme School Library Program

3. Solar Array Project, Mark Bolinger and Jim Nourse

- a. They received 6 proposals; two were higher cost and they focused on the four most competitive offers. The Energy Committee met last week to discuss proposals. Catamount Solar is the recommended installer – they have two options and Mark and Jim recommend the larger option (Catamount 2). There will be no cost to the library for this installation based on grants.
- b. Installation questions: the inverter placement will require wire running into the utility room. The wiring run will come through the back roof into the attic space, across the attic, and poke out the white triangular plywood on the edge of the

building near the steps. It will run through the wall and through a window or the wall into the basement. The inverters will go into the library storage room and might require moving things around.

- c. Mark went into the attic and noticed that one of the support beams on the truss is split and should be shored up before installation begins this summer. Judy said she would discuss a repair with Tim Olsen while he is at the library installing new shelves this week.
  - d. Trustees expressed agreement to pursue the proposal from Catamount Solar. A vote was not necessary since the Energy Committee is acting as fiscal agent on this project.
4. Approval of March 2023 meeting minutes – Meg Lysy moved to approve, Deb Robinson seconded; all in favor of approval
  5. Treasurer:
    - a. Overview of the library checking account and town budget report processes
    - b. Judy secured a \$10,000 donation from Byrne Foundation. She will send a letter of thanks.
  6. Library Director Report:
    - a. Review of statistics report
      - i. Lending is in good shape – we lent 2,852 items in March 2023.. Creeping back to pre-pandemic numbers
      - ii. Library programs/events have had good numbers and Judy reviewed them
  7. Technology Committee:
    - a. Two desktops remain for public use since the need has waned
    - b. Renewed license for Faronics/DeepFreeze software to delete all browsing activity at the end of every day
    - c. It would be helpful for the library to have an iPad. This can be purchased through the library's allotment of the Town budget. There are sufficient funds in the Computer Maintenance and Supplies line.
    - d. Becky and Judy are working with ByWater Solutions, our support service for Koha/Aspen, the open-source Integrated Library System we use for our catalog and circulation system. Becky and Judy are hoping to establish a separate online portal for the school.
  8. Policy Committee: None

9. Buildings and Grounds:

- a. Ongoing shelving construction project
- b. Annual spring clean-up (plow damage) in April/May – Deb to confirm the date soon
- c. NH-certified trim project bid came in higher than predicted (approximately \$15k) but we only have one bid since locating a local lead mitigation expert in this area is challenging.
- d. The repair work for the portico steps is also necessary and if we don't have the money to complete this project, we will keep the front stairs blocked off for safety
- e. Erin O'Donnell is happy to serve on the Buildings and Grounds committee

10. Business Requiring Action or Discussion

- a. Conflict of interest forms to be signed by new trustees
- b. May 9: Annual NHLTA Spring Conference; Censorship and Advocacy
- c. HB 514 is tabled

11. Upcoming Events

- a. Handcrafters Gatherings, Wednesdays, 3-5 pm
- b. Tech Tuesdays, 3-5 pm
- c. Monday Movies, 3:15 pm, every 4 Mondays, all school year. Next one: 6/5, *The Mitchells vs. the Machines*
- d. Nonfiction Virtual Book Club (13+ participants plus Judy) continues to meet every other week. New book: *We Don't Know Ourselves*
- e. Art Show: Connie Filbin, "Images of Home" (pastels), April 1-June 30
- f. Opening Reception for Connie Filbin's Art Show (see above), Wednesday, April 4, 5-7pm
- g. "Healing After Loss," with Susan Lynch, author of *Life after Kevin: A Mother's Search for Peace and the Golden Retrievers that Led the Way*, April 13, 7pm (in person!)

Next meeting date: May 1, 2023, 7-9pm

Adjournment at 8:47pm

Submitted and recorded by Meg Lysy