

CONVERSE FREE LIBRARY
LYME, NEW HAMPSHIRE
Meeting Minutes

DATE: 5/1/23 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), Courtney Wise

ABSENT: Kim Werner

PUBLIC PRESENT: Leigh Prince, School Board Liaison

Call to Order at 7:08pm

1. Public Comment: None

2. Trustees 101:

- a. Committee Alignment - The committee function is information filtering and sharing with the board in digestible bullets. Chair and Library Director as ex-officio on all committees
 - i. Buildings and Grounds: Erin O'Donnell has taken over as Chair for the building and grounds committee with Deb Robinson as a supporting role
 - ii. Personnel Committee: Julie Goodrich is the current chair of personnel and Deb Robinson is filling in after Julie leaves in June – Meg Lysy offered to help with this committee
 - iii. Finance and Budget Committee: treasurer role had been filled by Kim Werner; Deb Robinson is going to take over as treasurer as Kim will not keep this position due to time constraints
 - iv. Technology Committee: Steve Campbell, emeritus trustee, does regular computer upgrades. Alex Nunez offered to be on technology committee
 - v. Other Committees not in bylaws: strategic/long range planning – Courtney Wise is interested; Policy - Brigette Cameron is interested.

3. Approval of April 2023 meeting minutes: Deb Robinson moved to approve, Julie Goodrich seconded; all in favor of approval

4. Treasurer:

- a. Judy reviewed all accounts for the library and an overview of town account for the month of April
- b. Deb Robinson has offered to take on the role of treasurer – Meg Lysy moved to approve, Erin O'Donnell seconded; all in favor of approval

5. Library Director Report:

- a. Reviewed circulation reports for April
- b. Asynchronous vs synchronous programming; a discussion around low turnout for a recent in person program
- c. Library clerk position has \$ available for library intern and Judy investigating this possibility
- d. Utility Club contacted library that they are having their plant sale on Saturday of Memorial Day weekend and asked whether we wanted to participate. Judy wants to have a yard sale and give away discarded, deaccessioned books. The library board expressed concern that people are not here that holiday weekend.
- e. Judy met with John (Principal John D'Entremont) about the MOU between the library and the school board. Both agreed that it needs to be presented again to the school board.
 - i. School and town have updated emergency management policies. There are situations in which school children might be at the library during an emergency and a communication plan needs to be established. Judy and John to meet with emergency management director, fire chief and police chief.
 - ii. An administrative meeting will be set up to discuss Blisters for Books – 2023 is the 40th anniversary

6. School Board Liaison:

- a. Leigh Prince is the new school board liaison; introductions all around
- b. The school board liaison will give brief updates to the library board about key issues
- c. Leigh Prince will not be added to all trustees' communications but will be copied on emails when needed and appropriate and will be especially invited to meetings when appropriate, and she has a standing invitation to attend all meetings and all agendas are posted to the library website

7. Buildings and Grounds:

- a. We have a quote from Tim Lewis for the lead mitigation and painting of all exterior (white) trim - \$15,000

- i. Deb moved to approve lead mitigation and painting work, Courtney Wise seconded and all approved
 - b. Clean-up days – May 6 and 7 from 9-noon. Deb will supervise Saturday and Erin to supervise Sunday. Mulch will be delivered on Friday and parking lot will be blocked off for that delivery
 - c. Portico steps need to be repaired in a longer-term way. Melanie suggested asking the Heritage Commission to review the steps and give a recommendation. Recommendation is to make the steps look as they were originally intended and keep the concrete, which is actually of a historic, or vintage, design
 - i. Deb Robinson moved to spend \$3800 on steps, based on a quote from S & G Masonry of Canaan). Julie Goodrich seconded and all approved
8. Business Requiring Action or Discussion
- a. Discussion of whether Julie Goodrich’s library board position will be filled after her June departure
 - b. Solar agreements signed by the Town and Catamount Solar and work should begin sometime in July
9. Upcoming Events
- a. Monday Movies, 3:15 pm, every 4 Mondays, all school year; last one: 6/5, *The Mitchells vs. the Machines*
 - b. Teatime Tuesdays for Tots, Tuesdays, 10:15 am, with Fauve Dela Cruz, to June 7
 - c. Tech Tuesdays, 3-5 pm
 - d. Nonfiction Virtual Book Club (13+ participants plus Judy) continues to meet every other Tuesday. New book: *We Don't Know Ourselves: A Personal History of Modern Ireland*, by Fintan O'Toole
 - e. Handcrafters Gatherings, Wednesdays, 3-5 pm
 - f. Mah Jongg at the Library, Thursdays, 2-4 pm
 - g. Birthday Book Club, three remaining: May 3, May 24, June 7
 - h. Friends of Lyme Library Board Meeting, Monday, May 8, 10:30am
 - i. Possible library event, Saturday, May 27
 - j. Summer Reading Program 2023: All Together Now Kickoff, Thursday, June 16 (tentative)
 - k. Art Show: Connie Filbin, “Images of Home” (pastels), to June 30

Next meeting date: June 5, 2023, 7-9pm

Adjournment at 9:14pm

Submitted and recorded by Meg Lysy