

Barrington Public Library
Board of Library Trustees Meeting Minutes APPOVED
December 17, 2024

Present: Trustees: Chair Susan Gaudiello, Lydia Cupp, Robert Drew, Karolina Bodner, Ezra Hodgson, Richard Compagnone. Library Director Liz Bolton. Select Board Representative Dannen Mannschreck. Alternate Karen Towne attended electronically.

Absent: Trustee Melanie Haley, Trustee Alternate Diane Madariaga.

The meeting was called to order at 5:38 pm.

Lydia made a motion to accept the Nov. 19, 2024 Trustee minutes with edits, seconded by Robert, and the motion passed.

Ezra made a motion to accept the November donations of \$106, seconded by Richard, and the motion passed.

Treasurer's report: The Board reviewed the Treasurer's report for November which was sent electronically. After items were discussed, the report was accepted as presented.

Select Board Liaison: Dannen discussed the recommendations of the ABC (Advisory Budget Committee) to separate the current Library operating budget from the costs of the new building. The company that hosts the library's website is dissolving in Oct 2025 and there will be a cost to transfer to a new platform. The ABC recommended this cost be covered by the Tech Capital Reserve rather than the operating budget.

The Dannen mentioned that there are proposed cuts and revisions across all departments and will be presented at the January 6, 2025 budget hearing along with a request for a new police officer position.

Director's Report: Liz announced that Jim Andersen has requested a closure of the Library Monday, Dec. 23 to repair a leak in the heating pipe resulting in loss of heat in the Rec. Department area.

*Robert made a motion to close the Library Dec. 23 for needed repairs to the heating pipes with scheduled staff to be on paid administrative leave, seconded by Ezra, and the motion passed.

*With the resignation of Savannah Garrity on Nov.30, Liz is again doing the additional opening duties. She has posted the AM Library Assistant position and will be conducting interviews.

*The November and December crafting programs have been very popular. Wendy is looking into grants for accessible programming and into offering Caregiver Cafes starting in April.

*Randy Armstrong will be conducting the Community Drum Circle again in January.

*Digital Services Assistant Jo will be temporarily working 40 hrs/wk (not 34) without added benefits till Feb. 9th.

Old Business: Susan is continuing to work with the Administrator on the wording for the updated MOU (Memorandum of Understanding) with the Town.

*Custodial Services Contract: The vendor, Citywide, has yet to make requested revisions to the contract, so the contract is yet to be signed. Library cleaning services should commence in January. Liz and Wendy have continued to share custodial duties.

*Communications/Telephone System: The aging firewall has resulted in constant phone disruption. A new firewall has been ordered from Back Bay and will be installed for \$845.

*IT-Servers: Liz met with Steve Gagnon from Back Bay to discuss IT needs in the new building. He will be sending an inventory of the current equipment with suggested needs/replacements.

There was no **New Business**.

Library Building Project Update:

Susan stated that all subcontractors are making good progress according to plans and within projected budget.

- Owner's Contingency Fund: About \$30,000 has been spent to date for the structural engineer and recommended removal of river birches and dead white pines.
- Solar energy: There has been a discussion of the possibility of doing the roof and ground mount panels in 2 stages depending on the funding available.
- In February the Trustees will hold a special meeting to assess progress and the status of orders for furnishings and solar installation/budget.
- The building is being well insulated to help with energy costs.
- A Friday tour date will be announced for the Trustees and public to view the interior progress.

BPL Foundation Report:

Over \$13,000 toward the \$15,000 matching fund was raised on Giving Tuesday with a goal of \$30,000. Funds are expected from the Charitable Gaming to be held in North Conway in 2025. Discussions continue on how best to acknowledge donors in the new building which has included seeing what other libraries have done.

Friends' report: The Friends reported the biggest fundraising year from book sales, mum sales, and raffles in 2024. All of the Director's funding requests were approved for 2025. Just Desserts is the next fundraiser to be held in February. The Library has posted requests for bakers for this popular event.

Robert made a motion to adjourn at 6:40, seconded by Ezra, and the motion passed.

Next BPL Trustee Meeting January 21, 2025 5:30pm

Minutes recorded by Karolina Bodner, Secretary