

**Barrington Public Library
Board of Library Trustees Meeting Minutes
April 15, 2025**

Present: Trustees: Chair Susan Gaudiello, Lydia Cupp, Melanie Haley, Karolina Bodner, Ezra Hodgson, Richard Compagnone, Diane Madariaga. Library Director Lydia Goodwin. Alternate Karen Towne.

Members of the public: Roger Gingrich, Debbie Dadey, Colin Williams and Cindy Hoisington

This meeting was called to order at 5:30pm.

Public Comment: No Public Comment

Approval of Meeting Minutes: Richard made a motion to approve February minutes, seconded by Lydia. The motion passed. Melanie made a motion to approve March 18 minutes, seconded by Lydia. The motion passed. Karolina made a motion to approve March 27 minutes, seconded by Diane. The motion passed.

Donations: Richard made a motion to approve \$707 in donations, seconded by Melanie. Motion passed. Wendy applied for, completed training on, and secured ALA Accessibility grant for \$10,000; Karolina made a motion to approve, seconded by Richard. Motion passed. There is a 58x80 inch quilt being donated by patron Karen Hagen to be used in the new library space. Ezra made a motion to approve the acceptance of the quilt, Lydia seconded. The motion passed.

Treasurer's Report: Melanie reported on April account financials, advising that \$27,334.96 has been placed in a 6 month CD with First Seacoast Bank at 3.79% interest, and \$10,675.52 in a 12 month CD with First Seacoast Bank with 4.55% interest.

Select Board Liaison: Select Board Liaison Dannen Mannschreck was absent.

Library Building Project Update:

Solar - After comparing four bids from 603 Solar, Barrington Power, Harmony, and Granite State Solar, the solar committee recommends Barrington Power for the solar installation on the new library. That proposal was determined to be the lowest price and best overall energy production compared to other bids. Total cost is \$137,938 (\$1.89 price per AC Watt). Roger Gingrich advised that the system would avoid around 500 tons of carbon dioxide output over its lifetime. Cindy, Foundation treasurer, advised the Foundation has \$109,000 currently in hand, which should increase to \$129,000 by May with promised gifts coming to fruition. The Foundation is still waiting to hear about two grants that have been applied for, but notice of decision on those is uncertain. Cindy asked if the Trustees would be willing to make up the \$8,938 difference. The Trustees agreed.

Richard made a motion to approve the recommendation to work with Barrington Power for the solar contract costing \$137,938, seconded by Karolina. The motion passed. Karolina also recognized the effort put into raising the money and the research completed by the committee.

Signage - Reviewed the new sign design by Advantage Sign, which has three lines for changeable letters and will cost \$2,706.72. The trustees verbally approved the design and cost.

Landscaping - The new Landscaping and Gardening Committee had its first meeting and had a chance to work on some of the landscaping at their scheduled cleanup day on April 13th. They cleaned up/pruned bushes and walkways, picked up branches and leaves, and had a chance to accomplish all the goals they set out for the day. They will be working to use native plants and have hopes for a teaching/children's garden at some point. The project superintendent, Peter Calhoun, walked the ground with Lydia Cupp and recommended planting some sort of bushes where the propane tank was previously buried to visually block the HVAC equipment on the rear of the building. He also recommended removing the shrubs and low growth over the septic system. The next Landscaping and Gardening Committee meeting will have a focus of making the front gardens "pop." Lydia asked for Trustee support so the undertaking can be used for her to get accredited as a Master Gardner.

Karolina made a motion to approve the landscaping oversight be approved for Lydia's Master Gardner project, seconded by Melanie. The motion passed, with Lydia abstaining.

Move-In Schedule: The library will be closing Memorial Day weekend. There will be a soft opening of the new library on July 7th, with a full opening on July 10th. Packing/unpacking will take longer than previously anticipated. Staff will be labeling all of the books and shelves. Library will work to keep the park, and museum passes available even with the building shut down and may use the library window to pass them out. There will be several staff in both library locations during the moving process. The Summer Reading Program kick-off is set for July 14.

Director's Report: The library's last website host, Piper Webs, recommended CyberOptic as a new provider option. Initial startup cost would be \$2,100 to transfer and then a \$79 a month cost for hosting our website or a \$99 a month cost for a Wordpress based site. The Wordpress site is said to be user friendly and \$8,000 cheaper than the alternatives that were researched. Staff has evaluated this and other options and recommends this solution.

Ezra made a motion to transition to CyberOptics for a transfer cost of \$2,100, seconded by Melanie, with the funds to come from the Library Tech Capital Reserve. The motion passed.

Staff have evaluated companies to lease a new copier once the move to the new library is complete. Budget Document Technology was recommended as a provider instead of renewing the old copier contract. The new contract would be \$179.78 a month after the transition.

Lydia made a motion to transition to the new copier technology with Budget Document Technology, seconded by Richard. The motion passed.

Lydia Goodwin met with Conner MacIver to discuss who would be handling the new library's IT. It was Conner's recommendation to use Block5 because that's what the town is using and would allow the library to benefit from some redundancy through the Town's vendors. Lydia found Backbay to be four times cheaper than Block5 with Block5 coming in at \$43k initial cost, and about \$24,000/year maintenance. Lydia and Susan are going to work with Conner in the hopes he can assist with negotiating a better deal with Block5. Phone and internet services would have no monthly cost with Block5. It is determined that the cost of Block5 is outside the scope of the overall library project budget, but there may be room to find the funds if necessary. May require a special board meeting in May to finalize this decision.

APPROVED 04/29/2025

The library is currently fully staffed.

Lydia will be on vacation from May 9th through May 19th.

Foundation Report: Nothing to report beyond the funds raised for the solar project.

Friends Report: The perennial sale is set for June 7. The American Legion is buying a new flag/flag pole and bracket to be hung at the new library building. The Flag would be presented at the ribbon-cutting.

Old Business: NHLTA Conference is at the DoubleTree in Manchester. Discussion about carpooling and free parking.

Non-Public: NA

Adjourn: Lydia made a motion to adjourn at 6:45 pm, seconded by Diane. The motion passed.

Next Regularly Planned Library Trustees Meeting is May 20th, with a Special Meeting being held Tuesday, April 29th.

Minutes recorded by Secretary, Ezra Hodgson.