

**Barrington Public Library
Board of Library Trustees Meeting Minutes
May 20, 2025**

Present: Trustees: Chair Susan Gaudiello, Treasurer Melanie Haley, Secretary Ezra Hodgson, Karolina Bodner, Diane Madariaga. Library Director Lydia Goodwin, Assistant Librarian Wendy Rowe. Alternates Karen Towne and Robert Drew

Members of the public: Debbie Dadey (Debbie has applied to be the 3rd alternate for the Library Trustees, set to be reviewed by the Barrington Select Board at their 6/12/25 meeting).

This meeting was called to order at 5:32pm.

Public Comment: No public comment.

Public Hearing: Susan opened public hearing for Library Trustees to formally accept the \$10,000 grant from ALA for accessibility/assistive technology for the new library. The group recognized Wendy's hard work in securing the grant.

There were no public comments on the grant. Karolina made a motion to accept the \$10,000 grant, seconded by Robert. The motion passed.

Susan closed public hearing.

Approval of Meeting Minutes: Melanie made a motion to approve minutes from Special Meeting on April 29th, seconded by Karen. The motion passed.

Donations: Robert made a motion to accept \$67.20 in donations, seconded by Diane. The motion passed.

Karolina made a motion to accept a \$3,000 gift from Susan Frankel and Stephen Jeffrey, restricted to pay for solar at the new building, seconded by Melanie. The motion passed.

Treasurer's Report: Melanie reported on the April account financials, advising that the accounts made \$62.81 in interest and that the all of the accounts total \$70,271.61.

Select-board Liaison: Not present

Library Building Project Update:

Susan researched solar rebates with Jack Bingham at Barrington Power and found that the library should be able to get up to \$10,000 in rebates. Also, the contracts with Barrington Power were signed to have both roof and ground mounted solar.

Susan advised that we continue to be in the black on the building budget. There was discussion around potentially adding a security camera to the program room, and window treatments and shades for the program room and Lydia's office were also discussed as potentially areas that money could be used.

Susan advised Phil's Tree Service Seacoast could remove a number of "problem" trees around the property of the new library. The cost estimate was \$8,500, but Phil offered to donate \$1,500 by reducing the quote to \$7,000. This work is to take place within a month.

Robert made a motion to pay Phil's Tree Service Seacoast \$7,000 to remove the necessary trees, and accept the \$1,500 donation in price reduction, seconded by Karolina. The motion passed.

Susan advised that Jim Anderson has been in talks with the HVAC installation company about a potential 3-year service contract for the HVAC system. That would cost a little over \$7,000 per year to service. Jim recommended the 3-year contract.

The project is getting near the end. They need to replace some siding. Solar installation starts the last week of May. Landscapers are coming to dig up the propane tank and Eastern Propane is coming to remove it. Landscapers will then fill that hole back in and plant greenery in front of the HVAC condensers. Installation of the security system is due in early June.

Landscaping - Lydia had 10 volunteers on the 3rd day of her planned volunteer days. They completed mulching and pruning of existing plants and addition of new perennials in the front. She is seeking volunteers to water the plants from June 1st through June 7th, and then the 8th through the 18th. Karen volunteered for the 1st-7th and Melanie volunteered for the 8th through the 18th.

Lydia had her request for her work on the new library's gardens and grounds approved to count towards her Master Gardener accreditation.

The next volunteer days are:

6/21 at 1pm
6/29 at 12:30pm
7/6 at 1pm

Move-In Schedule:

5/27 - Packing begins
5/28 - Movers arrive and start to pack and move each section
6/9 - Shelving movers arrive.
7/7 - Soft opening of the new space to Friends/Trustees/Foundation/Town Staff

Director's Report: Wendy presented her research on how to best use the \$10,000 grant for the new library. She looked into several contractors who came back with varying levels of experience and costs. Speed of Sound in Somersworth was geared more towards residential projects and cost for their proposal was \$5,083. DGI systems, was commercially geared but had a project cost of \$30,000. Matt Willard, another contractor, estimated his cost around \$25,000. Integrated Audio, which is who Wendy recommends, came in at a cost of \$10,613. Wendy felt that Integrated Audio provided the highest level of detail in their breakdown of services provided and cost, while also providing the most robust service that will serve the community best in the new space. The trustees discussed the value of upgrading the TV if Wendy recommends after consultation with the vendor. The trustees wanted to assure we would have an appropriate warranty agreement.

Robert made a motion to approve a \$14,000 budget for the technology for the program room in the new library, seconded by Karen. The motion passed.

Lydia requested that the phone and internet services be re-approved for the new building. That would include a \$230 a month cost for internet with Consolidated Communications, providing 1 gigabyte of speed per line (every user on a phone/computer/tablet counts as a "line"). Back Bay Networks would have a one time charge of \$597.59 for phones and then the library would own all of the hardware. There would also be an additional \$103.19 monthly service fee, which would include maintenance, firewall protection, and strategic planning assistance for future replacements of technology devices.

Robert made a motion to approve the payments of the one time fee of \$597.59 for internet, the monthly fees of \$230 for internet, and the \$103.19 per month for the phones, seconded by Ezra. The motion passed.

Lydia advised that the new logo is being showcased on the May newsletter that goes in the mail on 5/21/25.

Lydia requested that we increase the frequency of Citywide Cleaners visits in the new space from 2 to 3 times a week. 3 times a week would be \$1,179 a month, whereas 2 times a week is \$786 a month. Their contract starts July 1st at the new library space.

Ezra made a motion to approve the revised contract, increasing frequency from 2 visits a week to 3 visits a week in the new building space, seconded by Diane. The motion passed.

Foundation Report: There are 30 plaque sized signs the Foundation will design and purchase to recognize donations of \$5,000 and up. Diane St Jean and Roger Gingrich are working on this and Susan is assisting.

Virginia Swain donated over \$50,000 and will have the children's wing named the "Swain Family Children's Wing." Roger and Patty Gingrich donated over \$50,000 and will be recognized with the "Gingrich Family Adult Collection." Wall signage in the library will be installed by Diane St. Jean.

There was some talk of the foundation dissolving after the new library opens, but Susan and other trustees voiced the continued need for the foundation to be maintained, even if not to its current levels of support. Susan asked trustees to think about individuals they know who might be interested in joining the Foundation board.

Robert mentioned working to garner an extra \$10,000 from the Barrington Historical Society, which would equal a total of \$25,000 for sponsorship the Barrington Room.

Friends Report: Plant sale is on 6/7, set-up is 6/6 at the American Legion parking lot.

Old Business: The meeting room policy committee needs to meet with Lydia to discuss what that should look like. Town Hall and Recreation Dept don't have policies.

Non-Public: NA

APPROVED 06/17/2025

Adjourn: Robert made a motion to adjourn at 7:30pm, seconded by Karolina. The motion passed.

Next Regularly Planned Library Trustees Meeting is June 17th at the ECLC as a meeting space.

Minutes recorded by Secretary, Ezra Hodgson.