

Libbie Cass Library Trustees Meeting
April 26, 2021

Call to order by President Maryanne Petrin, 10:00 AM in the Protectworth Room

Roll call: Maryanne Petrin (Chair, and sitting in as Treasurer) and Annika Munholland (Secretary) as Trustees; Alternate Trustee none; Selectman Dick Hendl; Head Librarian Laura Pauling; Public attendees Lynne Bridges and Jamie Crosby; absent Joyce Guinther (Treasurer).

Review/acceptance of prior meeting minutes: Agenda accepted. Minutes from previous meeting moved, seconded, and accepted.

Treasurer's report:

Handout available at the main desk of the library. CD, worth \$20 395.03, will become available in May. It was discussed that most of the funds will be deposited in the General Library Fund account for now. Some funds, determined by the number of scholarships this year, will be deposited in the Scholarship Fund account. After handing out the scholarships, it will be decided where to put the rest of the money from the CD. Discussion revolved around placing the money in a Money Market account where the interest rates are higher compared to a CD. Discussion to be continued at the next meeting.

Selectman's report:

Dick mentioned the changes to the Police Department. Mike Beaulieu is now the Chief Police. A new full-time Police Sargent will be hired soon, as well as a part-time Patrol Officer. Both still require psychological testing prior to hiring.

Dick informed us that the Marie Patten, who does the cleaning service for the Town, is leaving. A new cleaning service, provided by Marcy, will start early next week.

Librarian's report:

Laura stated that an event about Loons is scheduled for May 20th. This event will be held via Zoom. She is also gearing-up for the Summer Reading Program. She mentioned that the number of items checked out and the number of visits to the Library are comparable to last year's. This year's scholarship recipients will pick-up the check at the Library, and a picture will be taken.

Public comment: None.

Old Business:

- Scholarship requirements: It was discussed that the requirements need to be more clear and precise. Also, the possibility of joining the Library Scholarship with the Historical Society Scholarship was brought up. After the current scholarship recipients get paid, more discussion is needed about the scholarship guidelines.

- Fundraisers: Dick mentioned that the Recreation Department is organizing a town wide yard sale this summer. Sarah Anderson and Erin Cote are part of the Rec. Dept. planning this event. Maryanne will get in touch with them to find out more. Other events are being planned too. Possibly the library can join an event to raise funds.

- Alternate Trustee(s): 2 new possible Alternate Trustees. Lynne Bridges and Jamie Crosby are both interested in the position. Annika stated her past year's duties and experience as Alternate Trustee.

Trustees accepted both Lynne and Jamie as Alternate Trustees. Official documents to be signed after the meeting.

New Business:

- Guidelines to go to the next stage of opening the Library: Laura stated that currently the curb-side delivery is still available, but less patrons use it. As well, the appointments for library visits are still in place for one household unit. Discussion went back and forth between moving forward to Phase 4 of the Phased Re-opening for Libbie Cass Library Policy versus skipping Phase 4 and going directly to Phase 5. In both cases, the curb-side delivery is still available. Motion made by Maryanne to move to Phase 5; seconded by Annika. All in favor 2-0. The main differences are that more than one household unit can be present, no appointments are necessary, and in-building programs will be offered.

- Masks (mandatory or optional): Dick stated that the state mask requirement has been lifted. Now each individual business/entity can make their own decision regarding masks. Discussion led to the decision that masks will be optional in the Library.

- Collection Policy: Dick gave his overall view of the Policy. He stated that it seemed to allow for the ordering of any books, and that the budget should be considered as to buying different book types and their shelf-life. Further discussion moved to next meeting.

Next meeting date: May 27, 2021

Adjournment: Meeting adjourned at 11:05 AM.

ACTIONS:

- Maryanne will contact the Recreation Department to obtain more information about the yard sale and other possible events to raise funds.

- Lynne Bridges and Jamie Crosby will sign Alternate Trustee forms at the Town Office.

- Laura will gradually re-open library to Phase 5 of the Phased Re-opening for Libbie Cass Library Policy. Also, signs regarding optional mask-wearing will be placed.