

Libbie Cass Library Trustees Meeting
August 25, 2022

Call to order by President Maryanne Petrin at 10:03 AM in the Protectworth Room

Roll call: Maryanne Petrin (Chair), Janet Roberts (Treasurer) and Annika Munholand (Secretary) as Trustees; Alternate Trustee Joyce Guinther; Selectman Dick Hendl; Head Librarian Laura Pauling.

Review/acceptance of prior meeting minutes: Minutes from previous meeting accepted.

Treasurer's report:

Report available for review at the main desk of the library. Janet reports the balances of the Day-to-Day account, as well as the Scholarship Fund account and the General Fund account.

Selectman's report:

Dick mentions that there was a 2.5 hours briefing with the Secretary of State about the Sept. 13th primary elections. He also mentions that Mike Beaulieu announced his retirement for Sept. 5th.

Librarian's report:

Laura states that the number of library visits went up in July to 234. She also reports that there is no money left in the Kanopy account.

Laura will be meeting with the Friends of the Library during their meeting next week. The Friends plan to have an annual meeting and a NH Humanities Presentation in October. Laura mentions that she went to the Recreation Dept. meeting last week, and that she plans to continue to attend their meetings.

Library events, that occur at the same time as Recreation Dept. events, seem to help increase attendance. The Recreation Dept. is looking into a Children's Performer for a Fall Festival on Oct. 22nd. Laura mentions the possibility of an Author talk in early November. The talk would be about a person who bikes around the perimeter of the country.

Public Comment:

Janet mentions that the Friends of the Fire Dept. will be ending their reflective house number signs fundraiser on Sept. 1st.

Old Business:

Laura activated the credit card. The card is under the Town of Springfield, and the Town of Springfield phone number. She has not used the card yet. She will talk to Jill or Tamara to insure that the card will have a separate bill for the Library.

New Business:

Laura mentions that she is working on a policy for a Procedure for Overdue Books. Currently there are 3 stages of response to overdue books. Automated emails are sent out, then an email is sent followed by a phone call. By then, most patrons return the overdue books in the next few days.

Next meeting date: September 29th, 2022

Adjournment: Meeting adjourned at 10:46 AM.

ACTIONS: None.