

Libbie Cass Library Trustees Meeting
June 24, 2021

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

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

Review/acceptance of prior meeting minutes: Agenda moved, seconded, and accepted. Joyce made a motion to accept minutes from previous meeting; Maryanne seconds.

Treasurer's report:

Handout available at the main desk of the library. Joyce reported that the balances in each account are correct as of June 22nd.

All purchases of items detailed in the ARPA Grant (total of about \$2800) are made with funds from the Day-to-Day account. The ARPA Grant will reimburse all purchases at the end of the summer; then the funds will be returned to the Day-to-Day account.

The Trustees received some "Thank you" cards from scholarship recipients. Joyce will send a \$50 check to each of them.

Selectman's report:

Dick reported that Marcy, the current cleaning service, was vacuuming the library twice per week. She felt that this was currently not necessary. So cleaning of the library is currently once per week. The bi-weekly cleaning will resume in the fall when more dirt will most likely be tracked in.

Mary is using her own stand-up vacuum cleaner. Laura reported seeing a stand-up vacuum cleaner in the basement that did not seem to be used. She also was not sure if it worked. Dick mentioned that he replaced the library's vacuum cleaner bag for a new one. All agreed that the current library's vacuum cleaner works fine. So it will be kept for library use.

Librarian's report:

Laura reported that Greg Bruss googled the Libbie Cass library. He found Cherri's name on LinkedIn. It stated that she was the Libbie Cass library librarian. Laura was inquiring if this was an issue, and if Cherri should be contacted. Dick stated that there is no way to contact Cherri. Her email address is invalid, and her phone number is out of service. No steps will be taken to contact her.

Laura mentioned that she will be changing the library hours back to pre-Covid19 hours. So the library will be opening at noon, and will be open again on Saturday mornings. New hours will be posted on the bill board at the door, on the website, and other appropriate locations.

Laura stated that, so far, 20 people signed up for the summer reading program. About half of these people are aged between 8 and 12. On Family Fun Day, she will be giving out books purchased with funds from the ARPA Grant. Laura mentioned that Barbara, from the Friends of the Library, wants to do an ice cream social this summer. Barbara scheduled a NH Humanities presentation in October. Laura also scheduled a speaker for the fall. This will be an author who will be presenting via Zoom.

The library does not have a Zoom account. If the Town Office still has a Zoom account, it may be possible to use that Zoom link.

A second grant is available for libraries. This grant is more difficult to obtain. Laura mentioned that, according to the state librarian, a greater chance of obtaining the grant is possible if there is collaboration with others. Laura thought of a possible collaboration with the Historical Society. The Historical Society wants to digitize historical data. A link to this data could be on the library website.

Public comment: None.

Old Business:

- ARPA Grant: Laura mentioned that the grant included funds to be used for purchasing bookshelves. Her husband will construct some shelves with leftover wood available in the library basement. Other bookshelves may be purchased through Amazon. These shelves may need to be delivered at Laura's house since Amazon may not deliver to the library. This is possible by following the Control Policy which requires a memo and a signature from one trustee.

New Business:

- Requirements for scholarships: Discussion about specifications needed to be included in the scholarship application. Jamie suggested that we each get a copy of the scholarship application and specifications, and write down comments. Next meeting comments will be discussed.
- Fundraisers: Laura mentioned that the Hist. Society does yearly fundraisers, such as the rubber ducky race and the running race. Possibly the library could do a yearly fundraiser as well, such as a bake sale, yard sale, or pie sale. Each of us need to come up with a few ideas. Discussion continued next meeting.

Next meeting date: July 29, 2021

Adjournment: Meeting adjourned at 10:52 AM.

ACTIONS:

Joyce will make out a check to each scholarship recipient that sent a "thank you" note.

Laura will post new library hours on the outdoor bill board, and other appropriate locations.
Laura will inquire with Janet (at the Town Office) about use of the town's Zoom link (if still available).
Laura will email the current scholarship application and requirements to all Trustees and Alt. Trustees.

All Trustees and Alt. Trustees will take notes on specifications to be added to the scholarship application and requirements.

All Trustees and Alt. Trustees will take notes on fundraising possibilities.